

Guildhall Gainsborough  
Lincolnshire DN21 2NA  
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**AGENDA**

This meeting will be recorded and the video archive published on our website

**Prosperous Communities Committee**

**Tuesday, 4th December, 2018 at 6.30 pm**

**Council Chamber - The Guildhall, Marshall's Yard, Gainsborough, DN21 2NA**

**Members:**

Councillor Mrs Sheila Bibb (Chairman)  
Councillor Mrs Gillian Bardsley (Vice-Chairman)  
Councillor John McNeill (Vice-Chairman)  
Councillor Owen Bierley  
Councillor Christopher Darcel  
Councillor Michael Devine  
Councillor Steve England  
Councillor Paul Howitt-Cowan  
Councillor Mrs Pat Mewis  
Councillor Malcolm Parish  
Councillor Mrs Lesley Rollings  
Councillor Trevor Young

**1. Apologies for Absence**

**2. Public Participation**

Up to 15 minutes are allowed for public participation. Participants are restricted to 3 minutes each.

**3. Minutes of Previous Meeting**

(PAGES 3 - 14)

To confirm and sign as a correct record the Minutes of the Meeting of the Prosperous Communities Committee held on 23 October 2018.

**4. Matters Arising Schedule**

(PAGE 15)

Setting out current position of previously agreed actions as at 26 November 2018.

**5. Members' Declarations of Interest**

Members may make any declarations at this point but may also make them at any time during the course of the meeting.

**6. Public Reports**

- i) Broadband Options (PAGES 16 - 20)
- ii) Banning Orders Housing and Planning Act 2016 (PAGES 21 - 26)
- iii) Houses of Multiple Occupation (HMO) Policy (PAGES 27 - 48)
- iv) Selective Licensing Twelve Month Review (PAGES 49 - 64)
- v) Progress and Delivery Period 2 2018/2019 (PAGES 65 - 90)
- vi) Joint Waste Strategy for Lincolnshire (PAGES 91 - 258)
- vii) Workplan (PAGES 259 - 261)

**7. Exclusion of Public and Press**

To resolve that under Section 100 (A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following items of business on the grounds that they involve the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act.

**8. Exempt Reports**

- i) Future of Gainsborough Markets (PAGES 262 - 271)

Mark Sturgess  
Head of Paid Service  
The Guildhall  
Gainsborough

Monday, 26 November 2018

Prosperous Communities Committee- 23 October 2018

Subject to Call-in. Call-in will expire at 5pm on Wednesday 14 November 2018

## WEST LINDSEY DISTRICT COUNCIL

MINUTES of the Meeting of the Prosperous Communities Committee held in the Council Chamber - The Guildhall, Marshall's Yard, Gainsborough, DN21 2NA on 23 October 2018 commencing at 6.30 pm.

**Present:** Councillor Mrs Sheila Bibb (Chairman)  
Councillor John McNeill (Vice-Chairman)

Councillor Owen Bierley  
Councillor Christopher Darcel  
Councillor Michael Devine  
Councillor Steve England  
Councillor Paul Howitt-Cowan  
Councillor Mrs Pat Mewis  
Councillor Malcolm Parish  
Councillor Trevor Young  
Councillor Giles McNeill  
Councillor Mrs Judy Rainsforth

**In Attendance:**  
Mark Sturgess Executive Director of Operations and Head of Paid Service  
Gary Reeve Property & Assets Manager  
Tracey Bircumshaw Strategic Finance and Business Support Manager  
Grant White Enterprising Communities Manager  
Katie Coughlan Senior Democratic & Civic Officer

**Also Present** 3 Members of the Public  
1 Member of the Press  
Councillor Tom Smith – Visiting Member

**Apologies:** Councillor Mrs Gillian Bardsley  
Councillor Mrs Lesley Rollings

**Membership:** Councillor Giles McNeill substituting for Councillor Gillian Bardsley  
Councillor Judy Rainsforth substituting for Councillor Lesley Rollings

### 36 PUBLIC PARTICIPATION

The Chairman welcomed Mr Adrian Campbell to the meeting, who had indicated he had a question/statement he wished to pose to the Committee.

Mr Campbell addressed the Committee and made the following statement: -

"I am here as Vice Chairman of Market Rasen Action Group which has 1,200 followers at present and I am also part of a new Acting Town Team which has just formed and intends to constitute an official group which it hopes will be a sub-committee of the Town Council.

This is the first opportunity that a group representing Market Rasen town centre businesses has had to contribute to the car park charges issue.

What I am about to report and ask is unanimously supported by all the businesses we have been able to canvass opinion from.

If there is a lesson to be learned here it is that Consultants probably tell you what you wanted to hear. The forecast that the income would be £50,000 with £31,000 costs with £19,000 profit must have been attractive.

To learn that in reality it is costing £43,000 to operate Market Rasen's car parks but only bringing in £27,000 and seeing that even with the nearly 300% permit price rise that is being proposed, the car parks will STILL make a loss....

The business community in Market Rasen unanimously asks that a Member puts to this committee an alternative proposal as follows

Suspend the car park charging by meter for 12 months

Save most of the £43,000 reported running cost

Keep the permit scheme with prices where they are now (to bring some income and stop clogging)

Monitor footfall using the equipment already installed and revisit the issue in 12 months.

It has been reported to you that the majority of respondents in the consultation chose to see permit prices increased but the only choices before them were price increases.

If the general public had been told the extent of the losses and that they would still be making a loss after a huge permit price rise then most would agree with the businesses. Suspend meter operations and save the best part of £43,000.

Thank you"

The Chairman thanked Mr Campbell for his statement and invited him to remain present for the debate later in the evening.

The Chairman then welcomed Councillor Steven Bunney, Deputy Mayor of Market Rasen Town Council to the meeting, who had indicated he had a statement he wished to make to



the Committee.

Councillor Bunney addressed the Committee and made the following statement: -

“I have spoken to Prosperous Communities committee before regarding the willingness of the Town Council and I believe its community to move forward in putting together a wider plan, than has perhaps been involved in the past. I am pleased to thank you for your support in the past but I am pleased to also say we are now starting to work together, including with Local businesses, as stated by Mr Campbell in order that they can put forward their views. The Group, referred to by Mr Campbell, we are looking forward to getting that up and running in the town initially and hopefully extended in the future to look at the wider overall planning of the town.

One thing that has come through is the car parking charges, and whilst this is only a small element of what we want to look at and do, it is however an important element for the town.

The move to having free time for the first two hours visitors came as opposed to free time after 3.00pm certainly benefited the businesses with the town. And we as a Council wish to stress that we are clear that the free parking that has been provided by the system has benefited the community. It has not solved all the problems for the shops, unfortunately, there's a lot more work to be done on that, but we would be very upset and feel any move to get rid of free car parking would be of detriment to the Town, as it is run. We would urge that as much free car parking as possible, as we can get is what we would like to see in the Town. We support local businesses, we support local residents in that. That is my message tonight. We could go through the figures but we have done that. In summary we support the move for free parking and its continuation and the more we can get the better.”

The Chairman thanked Councillor Bunney for his statement and invited him to remain present for the debate later in the evening.

### **37 MINUTES OF PREVIOUS MEETING**

- (a) Meeting of the Prosperous Communities Committee – 11 September 2018.

**RESOLVED** that the Minutes of the Meeting of the Prosperous Communities Committee held on 11 September 2018 be confirmed and signed as a correct record.

### **38 MATTERS ARISING SCHEDULE**

Members gave consideration to the Matters Arising Schedule which set out the current position of all previously agreed actions as at 15 October 2018.

In response to Members' questions the Executive Director of Operations confirmed that the Leisure Contract monitoring report had been re-programmed for January to ensure a full six months period could be included within the report.

**RESOLVED** that progress on the Matters Arising Schedule, as set out in the report be received and noted.

### **39 MEMBERS' DECLARATIONS OF INTEREST**

Councillor Paul Howitt-Cowan, declared a personal non-pecuniary interest in agenda item 6 (i) – Community and Voluntary Sector Funding as he was the Chairman of Lincolnshire Churches Festival.

Councillor Giles McNeill, declared a personal non-pecuniary interest in agenda item 6 (i) – Community and Voluntary Sector Funding as he was the Authority's representative on The Lincoln Area Dial-a-Ride Management Committee.

### **40 COMMUNITY AND VOLUNTARY SECTOR FUNDING**

Members gave consideration to a report which set out the findings arising from the 2018 Community and Voluntary Sector Funding Review.

As part of the Council's on-going commitment to support and work with the community and voluntary sector, it provided a range of core funding grants. This type of funding was awarded to organisations that delivered key services that benefited residents, local communities and helped support the Corporate Plan priorities, which had been set by the Council.

A CVS Funding Review was undertaken every 3 years in order to ensure the Council continued to support organisations delivering key outcomes for communities in West Lindsey.

The Review process undertaken was outlined in detail and this work had culminated in the production of the Funding Review Report for 2018 attached as Appendix A to the report. Within the report were details of the current agreements, the review process undertaken, the review timeline, the panel's decisions and the financial profile for 2019-2022.

In conclusion, Members noted the intention for a more in-depth review to be conducted over the next three year period, which would include a wider analysis of priorities, needs and demands and gaps in service provision. The last time such an exercise had been undertaken was in 2012. The review would be conducted with Member involvement and wider engagement with the community and voluntary sector, partner agencies and local communities.

Debate ensued and Members initially expressed concerns of the withdrawing of funding for Community Lincs, particularly in light of the invaluable work they undertook in respect of Neighbourhood Planning. Indication was sought as to whether this service would continue and what work had been undertaken to-date to secure alternative arrangements.

In response Officers advised there was already a broad agreement and commitment in place for this element of work to continue. The value added by Community Lincs in this respect had been widely recognised and current Neighbourhood Planning budgets could possibly allow for this work to continue to be funded, albeit outside of the Community and Voluntary Sector Grant monies. Officers would need to work on a finalised arrangement and agreement but gave their assurance that if for whatever reason this was not realised, then a report would be brought back to this Committee.

The reassurance was welcomed and a Member therefore moved the recommendations.

Members shared the sentiment expressed with regard to the support offered by Community Lincs in relation to Neighbourhood Planning. The commitment to continue to offer such provision beyond March 2019 was also welcomed and as such the recommendations were seconded.

The funding offered to Dial-a-Ride was considered to offer real value for money considering the level of provision afforded to the district, and number of service users. The Council representative outlined the funding level to service provision ratio afforded to each partner organisation, and in comparison he considered West Lindsey received a lot of service for not a lot of investment, a point considered worthy of note.

Members were therefore supportive of the small increase being proposed.

A Member sought indication as to why the potential reported underspend had not been utilised in order to give small increases to some of the other organisations. In responding Officers advised that increases had only been considered where a particular organisation had requested such. In respect of Dial-a-Ride requests for an increase had previously been made, but not granted, due to there being no additional monies. Simply using underspends as, in effect, top up grants was not considered appropriate, particularly in the event of the in-depth review being approved, which could see the funding model change in future years.

From a financial point of view the underspend would be re-allocated to general fund reserves, available to fund any service across the whole Council, where a future need was identified. On that basis, if a community based service need was identified in the future then this may be considered for funding if appropriate, but it would have to be considered on its merits and based on the Council's financial position at that time, as opposed to it being a case of simply re-allocating some of the underspend.

**RESOLVED** that: -

- (a) the CVS Funding Review report and the funding decision recommended by the Member Community Grants Panel, as detailed within the review report and summarised at Section 4.1 of the report, be approved and agreed; and
- (b) a more detailed review of Community and Voluntary Sector Funding be undertaken during the next three years.

**Note:** Councillors John McNeill and Owen Bierley declared a personal non-pecuniary

interest in the above item of business as they were Members of the Community Grants Panel.

The Executive Director of Operations declared a personal interest to the meeting in that he was a Board Member and Trustee of Community Lincs on a voluntary basis.

#### **41 COUNCILLOR INITIATIVE FUND**

The Councillor Initiative Fund had been running since 2006. Since its creation the fund had enabled Members to support local community projects and initiatives with small to medium sized grant awards.

In addition to supporting projects with funding, the fund was a key tool that facilitated greater engagement between Members and local residents, community organisations, and parish/town councils.

The current delivery of the fund was operating with a budget to cover from 2016 to 2019, allocated from Council reserves and approved as part of a re-launch of the Council's Community Grants Programme in 2015/2016.

Under the current scheme Members received an allocation of £3,000 to award to projects during the 3 year time period, a total budget of £108,000.

The current budget for the fund would end in March 2019 and any remaining funds would be returned to Council's reserves.

Members therefore gave consideration to a report which set out options for the future provision of the fund, these were detailed at Section 5 of the report with the recommended option being that the Scheme continue in line with Option 1, this being a £1,000 per year per Member for a four year period, with a maximum award cap of £1,000 per project. If approved the Scheme would launch in June 2019, taking into the account the May local elections.

Debate ensued and Members reflected on the impact the funding scheme had had and the need it demonstrated. All were in agreement that the Fund delivered real community benefit and assistance at a time when other such schemes were disappearing fast and therefore were supportive of its continuation.

There were some concerns however over the capping element being proposed. Officers outlined the rationale for this, advising that as the fund had been designed to deliver small grants, the governance around the funding was proportionate to such. Officers were of the view that the governance arrangements were not secure enough for larger scale monies. Such amounts would require greater checks, balances and monitoring, all of which would require additional resourcing which was not currently available.

Members expressed a variety of views in relation to the cap and posed a number of scenarios as to how they had previously used their funding, seeking indication as to whether this would be permitted under the new cap.

Whilst it was accepted that the pooling of funds in areas such as Gainsborough had the potential to deliver bigger schemes with greater impact, the previous points regarding the requirement for greater governance were re-iterated. In response to a Member's question regarding staffing disadvantages referred to in the report, it was noted that no specific staffing resource was currently allocated to the administration of this scheme, and if approved the position would remain unchanged, another factor which was an important consideration. Greater governance would likely need additional staffing resources, which would be at an additional cost. Finally it was noted that other funding streams were available to deliver larger scale projects and these should be utilised in such cases.

In respect of the scenarios posed, Officers clarified, that the cap related to per Member, per project, per year, not to the organisation and therefore the same organisation could receive multiple awards. Councillors would also be permitted to fund the same project (up to a maximum of £1000) year on year.

A Member suggested that for the avoidance of doubt, recommendation 1 be amended to read "...noting the introduction of the maximum award cap of £1000, per Councillor per project". Despite some being of the view the cap should be removed, this was proposed and seconded.

On being put to the vote the amendment was carried.

On that basis it was **RESOLVED** that: -

- (a) Option 1, as detailed in the report be approved, namely the continuation of the Councillor Initiative Fund, aligned to a four year political term, with £4,000 available to each Member, noting the introduction of a maximum award cap of £1000 per Councillor, per project; and
- (b) the proposal be **RECOMMENDED** to the Corporate Policy and Resources Committee for financial approval and allocation of budget from General Reserves.

## **42 MARKET RASEN CAR PARKING CHARGES - 12 MONTH REVIEW**

Members gave consideration to a report which sought to determine the Market Rasen Car Parking Policy following a consultation exercise on the first two hours free period currently in force, and to determine the level of permit prices to be applied in the Town.

The background to the review was outlined in Section 1 of the report and the consultation exercise undertaken and the arising results were outlined in Section 2.

The proposed permit changes along with the Car Parking Policy for Market Rasen arising as a result were detailed in sections 3 and 4 of the report.

The overall financial impact of the policy and charges was set out at section 7.

Before opening the matter for debate the Chairman invited visiting Ward Member, Councillor Smith, to address the committee, who made the following statement: -

“Thank you Madam Chairman

The people of Market Rasen would of course like as much free parking as possible that goes without saying. However, I and the Town Council are aware of the budgetary pressures the Council finds itself in. The retention of the two hours free car parking is most welcome as this will assist the local businesses of Market Rasen on its high street who like many high streets across the country are struggling at the moment for a whole host of reasons. Lastly I would like to thank you Madam Chairman and our Director for Economic Growth Eve Fawcett Moralee for the discussions we have had on the matter, as they highlight the other possible options that could be considered in the next financial year.”

The Chairman thanked Councillor Smith for his comments and noted that comments had been made by two members of the public during the public participation session earlier in the evening before opening the matter for debate.

Some Members expressed concern at the accuracy of the figures within the report, having heard from the public speakers and in response the Financial Services Manager offered the following summary: -

It was stressed that the 2019/2020 estimate was not directly comparable with the 18/19 position. The current level of income for 18/19 had a forecasted outturn position of £27,000, the loss of income due to the two hours free parking had been calculated in a previous report at £9,000. The report being considered by Members was effectively forecasting a budget for the running costs of the Market Rasen Car parks during 2019/20.

There were currently 111 permits issued but in preparing the forecast, consideration had to be given, in the event of prices being increased, to the likelihood of these all being retained. Therefore assumptions had had to be made as to how this may impact in the future. These were as follows : -

19/20 – a reduction of 12.5%  
20/21- a reduction of 25%

It was stressed these were assumptions and estimates. A further assumption being relied upon was that general parking income would continue at present levels. These factors and assumptions would be reviewed annually as part of the annual review of fees and charges.

The comments made by Mr Campbell regarding saving nearly all of the £42,600 by ceasing charging were addressed. This was considered inaccurate, as in effect, the forecasted costs would not be budgeted for, creating a further financial pressure which would need to be funded from elsewhere. A number of the associated costs were fixed as opposed to variable, for example NNDR, staffing and insurance. Enforcement if ceased would only save around £5,000 and costs were apportioned per space based on the total number on offer across the whole function. The proposal would not deliver the savings suggested.

The Opposition Leader considered the Policy to be a nonsense, it would never be feasible to generate an income from the Car Parks in Market Rasen, in his view this had been evident for a considerable amount of time and yet was still being pursued. There was far too much expenditure incurred in implementing and enforcing charges for income to ever be

generated and he was supportive of the idea of suspending charges. Furthermore he considered, pursuing the policy was damaging to high street businesses and would not be supporting the paper.

Some Members felt the charges were not enough considering the amounts people in other towns, such as Gainsborough were having to pay. Real equity would be the same charges across all car parks.

The suggestion of income generation was challenged, this had never been a driver nor was it the Policy of the Council; this had been cost recovery and equity of the "principle" of charging. The car park had also been refurbished and was considered to offer a great benefit for a modest amount. Space blocking had also been a reported concern and this appeared to have eased. The two hour free parking was to support businesses and the congestion issue and on the whole had been welcomed.

It was considered far too simplistic to relate high street decline solely to parking charges. Towns with free parking were still experiencing high street decline. Those Councillors in support of the proposed Strategy considered, taking into account all the factors, the financing of the car park to be fair one, a contribution from those who used it, and a contribution from the general tax payer.

The recommendations were moved.

Several Members spoke in support of the Policy, the drivers behind it, the need to recover costs but not to generate income, and an acceptance that the offers differed and that without charging Gainsborough's car parks would be subsidising the others.

The following amendments were moved to replace recommendations 2 and 3 within the report : -

- " (2) That Members approve to suspend the car parking charges by meter for 12 months thereby saving approximately £43,000 per annum, to continue to monitor the footfall using the equipment already installed and to re-visit the issue in 12 months.
- (3) That Members approve to keep the permit scheme charges at their current level."

In response the Executive Director of Operations addressed the Committee and sought information from Officers around the assumptions the amendment made. It assumed all the monies would be saved, that permit sales would remain at current levels and that no staffing or enforcement would be required. The Committee had earlier heard of the fixed costs associated with car parking and again these were not considered within the amendment.

Officers in response advised the Committee that permit sales would undoubtedly reduce significantly, as no-one would buy a permit if the car park was free on daily basis. If permits remained in operation there would be some enforcement and staffing costs and therefore this proposal did not produce the savings suggested.

The Financial Services Manager advised that around 50% of the costs related to staffing costs in respect of the car parking function, and therefore these would be a retained cost. Contracted costs, such as machine maintenance, would need to be honoured. New signage

would be a legal requirement and a further cost to be borne into consideration.

Having heard the response, Councillors again expressed differing views as to whether charging was appropriate or not. With some vehemently in support of charging and some vehemently against.

It was noted that any such amendment affecting finances would need to be recommended to the Corporate Policy and Resources. The mover of the amendment accepted this fact and indicated he was content the amendment be further amended to reflect such if supported.

The amendment having been seconded was put to the vote but was declared **LOST**.

The recommendations as set out in the report, having being seconded were then put to the vote and on that basis it was **RESOLVED** that :-

- (a) the results of the consultation exercise be noted;
- (b) the Market Rasen Car Parking Policy be approved; and
- (c) the two stage pricing increase of permits be **RECOMMENDED** to the Corporate Policy and Resources Committee.

**Note:** Councillor Malcolm Parish declared a personal interest due to his close personal relationship with the Mayor of Market Rasen.

Councillors Judy Rainsforth and Trevor Young requested that their vote against the above decision be recorded.

#### **43 FEES AND CHARGES 2019/2020**

Members gave consideration to a report which detailed proposed fees and charges for service areas and functions, within its purview, to take effect from 1 April 2019.

In presenting the report the fees and charges policy and process was summarised to Members.

Section 3 of the report summarised the main increases, it was noted that 246 of the 512 fees reviewed were statutory, thereby set by Central Government. 86% had experienced no change whilst 5% had seen an increase, and 6% a decrease. There had been 6 new statutory charges within planning applications. The increases in fees and charges for statutory services sat primarily within Environmental Services and related to charges set by DEFRA. An announcement regarding any changes to these fees was expected in February 2019 and the schedule would be updated to reflect any amendments once known.

Of the 266 non statutory fees and charges (charges set locally) 40% had experienced no change with 53% having increases proposed and 2% decreases.

The majority of the remaining increases were as a result of Standard RPI increases having



been applied to the following areas, Bulky Waste, Pre-App advice, Cemeteries, Licensing and Land Charges.

The Trinity Arts Centre and Building Control Commercial Services were currently provided with prices on application and it was being proposed that the following services also move to the model, Trade Waste, Private Street Cleansing Work and Room hire.

Debate ensued and a Councillor sought details of the financial impact of the Roseway Car Park completion having been delayed by 4 months, and whether this lost income would have covered the cost of the two hours free parking being offered in Market Rasen.

It was clarified that the Car Park was due for completion in September and therefore the delay had only been one month. Officers undertook to provide the answer to Members outside of the meeting, having had the opportunity to investigate.

This cost was expected to be in the region of circa £2,000.

In response to a Member expressing concern at the wording of recommendation two, Officers clarified its intention and indicated the following words would be added “**and following consultation with Policy Committee Chairmen**, implement changes during the year if required **with relevant committee approvals**”. Members indicated their satisfaction.

A potential error in relation to scrap metal charges, within the supplement, was identified in relation to the new/renewal site fees – Year 2 inspection. There appeared to be an increase in percentage yet a reduction in cost? Officers indicated this would be amended before proceeding to Corporate Policy and Resources Committee.

A Member made reference to some phrasing within the report, relating to car parking and cemeteries and indicated this could perhaps be amended to read more favourably, making a number of suggestions.

In response to a Member’s concern that increasing bulky waste collection charges would result in increased fly tipping, Officers advised that charges had been raised in the previous year and there had been no evidence of such.

It was confirmed that the charges relating to the licensing of animals were statutory charges.

The amendments as proposed and seconded earlier were put to the vote and carried. On that basis it was

**RESOLVED** that: -

- (a) having considered the proposed fees and charges, as detailed in Appendix A - J of the report, they be **RECOMMENDED** to the Corporate Policy and Resources Committee for approval, subject to the amendment required to the Scrap Metal charge; and
- (b) Managers keep fees and charges under review throughout the year and following consultation with Policy Committee Chairmen, implement changes during the year if required with relevant committee approvals.

**Note:** Councillors Trevor Young and Judy Rainsforth requested that their vote against the above decision be recorded.

#### **44 WORKPLAN**

Members gave consideration to the Committee Work Plan.

It was noted that the Executive Director of Operations would provide Members with an update in respect of the Japan Road Project item, at the conclusion of the exempt item of business.

**RESOLVED** that the workplan as set out in the report be received and noted.

#### **45 EXCLUSION OF PUBLIC AND PRESS**

**RESOLVED** that under Section 100 (A)(4) of the Local Government Act 1972, the public and press be excluded from the meeting for the following item of business on the grounds that it involves the likely disclosure of exempt information as defined in paragraph 3 of Part 1 of Schedule 12A of the Act.

#### **46 FEES CHARGES 2019/2020 - BUILDING CONTROL**

Members had earlier in the meeting given consideration to the Fees and Charges to be set for 2019/20 in respect of services within the purview of the Committee, with the exception of those which related to building control, as these were considered commercially sensitive, due to the way in which the service competed for trade.

**RESOLVED** that having considered the proposed fees and charges, relating to Building Control, they be **RECOMMENDED** to the Corporate Policy and Resources Committee for approval.

#### **47 JOINT WORKING PROJECT - JAPAN ROAD**

The Executive Director of Operations provided Members with a brief update in respect of the Japan Road Project, in light of this having being at the “being scoped” stage on the Committee’s workplan for some time.

Members noted the position.

The meeting concluded at 8.22 pm.

Chairman

**Prosperous Communities Matters Arising Schedule**

**Purpose:**

To consider progress on the matters arising from previous Prosperous Communities Committee meetings.

**Recommendation:** That members note progress on the matters arising and request corrective action if necessary.

**Matters arising Schedule**

Active/Closed	Active				
Meeting	Prosperous Communities Committee				
<b>Status</b>	<b>Title</b>	<b>Action Required</b>	<b>Comments</b>	<b>Due Date</b>	<b>Allocated To</b>
<b>Black</b>					
	<b>cost of roseway delay</b>	<p>extract from mins of mtg 23/10/18                      Debate ensued and a Councillor sought details of the financial impact of the Roseway Car Park completion having been delayed by 4 months, and whether this lost income would have covered the cost of the two hours free parking being offered in Market Rasen.</p> <p>It was clarified that the Car Park was due for completion in September and therefore the delay had only been one month. Officers undertook to provide the answer to Members outside of the meeting, having had the opportunity to investigate.</p> <p>Please provide response to all members of the committee</p>	<b>response e-mailed to all cttee members 30 october 2018</b>	02/11/18	Tracey Bircumshaw
<b>Grand Total</b>					

# Agenda Item 6a



**Prosperous Communities  
Committee**

**4<sup>th</sup> December 2018**

**Subject: Update on Broadband Matters Concerning West Lindsey**

Report by:

Director of Resources

Contact Officer:

Officer name: Ian Knowles  
Post title: Director of Resources  
Telephone: 01427 675183  
Email: [Ian.Knowles@west-lindsey.gov.uk](mailto:Ian.Knowles@west-lindsey.gov.uk)

Purpose / Summary:

To provide an update on broadband matters concerning West Lindsey

**RECOMMENDATION(S):** Members are asked to:

- a. Support the budget and formal recruitment process to appoint to the post of Community Broadband Officer.
- b. Support the Council's on-going commitment to providing support for communities suffering from poor broadband services.

## IMPLICATIONS

**Legal: None**

### **Financial: FIN/161/19/TJB**

The overall cost of funding the post over the 3 year period will total £74,721 based on a 0.6 full time equivalent, Band 9 (subject to job evaluation), at the top of scale, including salary oncosts.

Costs in 2018/19 will be met from in year employee savings, and the future years budget will be included within the Medium Term Financial Plan (circa £25,000 p.a.)

Incidental costs of recruitment and redundancy, payable at the end of the fixed term period, will be met from existing budgets in year.

**Staffing:** This new post will be for a 3 year fixed term and will be subject to job evaluation.

**Equality and Diversity including Human Rights: None**

**Risk Assessment: None**

**Climate Related Risks and Opportunities: None**

**Title and Location of any Background Papers used in the preparation of this report:**

[West Lindsey District Broadband Availability Issues](#)

### **Call in and Urgency:**

**Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?**

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)

Yes

No

### **Key Decision:**

A matter which affects two or more wards, or has significant financial implications

Yes

No

## **1. Introduction**

- 1.1 On 5<sup>th</sup> June, this committee received a report setting out issues affecting the extent and quality of superfast broadband services across the District. The report also detailed initiatives in place to address such issues and also set out possible actions that the Council could take to support communities in need of improved broadband services.
- 1.2 The Committee determined that the following actions be progressed:
  - Adopt a 'sign-posting' stance for communities/residents to provide over view information and point enquiries toward the various available funding streams and options.
  - Look to employ, on a fixed term basis (possibly on a shared basis with other Lincolnshire Councils), a 'Broadband Community Champion' to work closely with relevant communities to identify issues, options, funding streams, garner community support/awareness, liaise with service providers and keep abreast of developments in this field.
  - Rely on OnLincolnshire Phase Three to deliver on behalf of the District and allow other initiatives (both planned and future) to address the issue.
- 1.3 A further action was posed by the Committee; this being to approach Quickline to work in the District as they had been awarded funding to pilot 5G technology.
- 1.4 This report therefore provides the Committee with an updated position since matters were last reported.

## **2. Community Broadband Officer**

- 2.1 Enquiries were made with a number of other Lincolnshire authorities to test their appetite in creating this role on a shared basis. However, no agreement was received. Hence, work has progressed on writing a job description and person specification for the role of Community Broadband Officer, solely employed by West Lindsey District Council.
- 2.2 Details of the proposal have been shared with a small group representing communities currently in need of improved broadband services. The notion was well received, as the role was seen as being of use in supporting such communities in addressing their issues.
- 2.3 The Committee is therefore asked to support the formal recruitment process to appoint to the post of Community Broadband Officer. with the intention of appointing to the position as early as possible in the New Year.

### **3. OnLincolnshire Developments**

- 3.1 The extent of the coverage of Phase 3 has yet to be determined. Recent information received from OnLincolnshire has advised that they have had to go back to BT to ask for re-modelling of a fibre to the cabinet solution for West Lindsey because the fibre to the premises solution they proposed would only cover 743 premises of the 3200 outstanding. However, the request for re-modelling will not be straightforward as unfortunately, Government has agreed to a BT proposal to not support any further fibre to the cabinet build on commercial viability grounds. OnLincolnshire therefore have to consider their next move.
- 3.2 However, BDUK has just been granted £200m by Treasury to expand rural broadband. OnLincolnshire are not yet sure how this will be allocated and are awaiting further instructions from BDUK. Any funds secured by OnLincolnshire would allow expansion to the fibre to the premises route. In addition, BDUK has just announced changes to the Gigabit Voucher Scheme (referred to in the previous report) and OnLincolnshire are being encouraged to engage with partners and providers to see how this might fit into bigger deployments.
- 3.3 With regard to 5G technology, OnLincolnshire have initiated a scheme where 5G fixed wireless providers can now use street furniture to expand broadband coverage. This is still in the trial phase, however the process does appear to work smoothly and OnLincolnshire are optimistic that as 4G and 5G accelerates, this initiative will encourage investment by providers across the county

### **4. Known Issues Across the District**

- 4.1 The previous report advised that two recent housing developments in Cherry Willingham have not been supported with fibre broadband. Since that time discussions with residents, ward Members, OnLincolnshire and BT have resulted in both communities now progressing towards Community Fibre Partnership solutions, with 'make-up' funding provided by OnLincolnshire.
- 4.2 This is a positive outcome which should result in a significant number of properties receiving improved broadband access.

### **5. Community Broadband Group**

- 5.1 As referred to in 2.2 above, a meeting has been held in August with a small group of representatives from communities that currently receive poor broadband/internet services.
- 5.2 A number of common issues were discussed and detail of initiatives in place were provided along with the aforementioned proposal for the

post of Community Broadband Officer.

- 5.3 The meeting was deemed to be worthwhile and informative. Further meetings will be held once definitive information has been received concerning the extent and roll-out of Phase 3 and its impact on these communities.

## **6. Village Hall Broadband**

- 6.1 Under this banner, the Council has engaged under contract with Quickline for the past five years to provide broadband access to venues across the District. This provides such access to 41 venues. A number of additional venues have been identified as potentially suitable for connection.
- 6.2 The current contract expires in March 2019 and arrangements are currently underway to extend the contract for a further three years.

## **7. Recommendation**

- 7.1 Members are asked to:
- a. Support the budget and formal recruitment process to appoint to the post of Community Broadband Officer.
  - b. Support the Council's on-going commitment to providing support for communities suffering from poor broadband services.





**Prosperous Communities  
Committee**

**4<sup>th</sup> December 2018**

**Subject: Banning Orders – Housing and Planning Act 2016**

Report by:

Mark Sturgess  
Director of Operations and Head of Paid Service

Contact Officer:

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Purpose / Summary:

To provide information in regards to the Councils proposed approach to seek banning orders for rogue landlords under the Housing and Planning Act 2016

**RECOMMENDATION(S):**

Elected Members are asked to:

- a) Approve that the Council shall seek banning orders as appropriate and in line with the powers designated under the Housing and Planning Act 2016.
- b) Approve the policy shown in appendix 1 to enable the Council to do this.

## IMPLICATIONS

### Legal:

The Housing and Planning Act 2016 provides the legislative framework to enable the Council to seek banning orders for rogue landlords and property agents. Part 2 of this act provides specific information in regards to this power.

<http://www.legislation.gov.uk/ukpga/2016/22/contents/enacted>

Specific guidance was published in April 2018 for local authorities in relation to the seeking of banning orders

[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/697643/Banning\\_order\\_guidance.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/697643/Banning_order_guidance.pdf)

### Financial : FIN/155/19/CC

There are no financial implications in regards to this report. The resources required for enabling this power will be found from within the existing officer resource.

### Staffing :

There are no staffing implications

### Equality and Diversity including Human Rights :

*NB: Please explain how you have considered the policy's impact on different groups (for example: young people, elderly, ethnic minorities, LGBT community, rural residents, disabled, others).*

### Risk Assessment :

First Tier Tribunal – the FTT is the determining body in regards to banning orders and the final determination lies with them. The Council will ensure that any application to the FTT is as robust as possible and based on a clear determination in line with the policy.

### Climate Related Risks and Opportunities :

There are no climate related risks or opportunities

**Title and Location of any Background Papers used in the preparation of this report:**

**Call in and Urgency:**

**Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?**

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)

Yes

No

x

**Key Decision:**

A matter which affects two or more wards, or has significant financial implications

Yes

x

No

**1. Introduction**

- 1.1. As part of the revised powers provided to Local Authorities within the Housing and Planning Act 2016 a provision to seek a banning order against a rogue landlord or property agent has been made.
- 1.2. In April 2018 the powers relating to banning orders came into force along with the commencement of a database for rogue landlords and property agents which will identify those who have been subject to them or who have received two or more financial penalties.
- 1.3. In July 2018 the Council enacted its powers in relation to issuing civil penalties for Housing Act offences and this additional power will compliment and sit alongside this.

**2. Banning Orders**

2.1. Banning orders are aimed at rogue or criminal landlords who flout their legal obligations and rent out accommodation which is substandard. A banning order is an order by the First – Tier Tribunal that bans a landlord from:

- Letting housing in England;
- Engaging in English letting agency work;
- Engaging in English property management work; or
- Doing two more of those things.

2.2. A breach of a banning order is then a criminal offence.

2.3. As per the guidance and legislation a banning order can be sought for a wide range of offences, which can be found in Annex A of the Government guidance.

### **3. Determination**

3.1. Local Authorities are expected to develop and document their own policy on when to pursue a banning order and should make decisions on a case by case basis in line with this policy.

3.2. The policy in appendix 1 sets out the approach that the Council is proposing to take in regards to whether it seeks a banning order. The policy also sets out the factors which the Council will consider in order to make this decision.

3.3. Once determined there is a set procedure for the Council to follow to then seek the banning order. This procedure includes provision for the landlord or property agent subject to the proposal to make representations.

3.4. The Council must then apply to the First-Tier Tribunal who have the power to then put the banning order in place.

### **4. Implementation**

4.1. Subject to approval, this power will sit alongside the Councils Housing Enforcement Policy and provide an additional tool to officers in regards to their work in this area.

4.2. There will be no resource implications to the Council in the implementation of this policy

### **5. Recommendations**

Elected Members are asked to:

5.1. Approve that the Council shall seek banning orders as appropriate and in line with the powers designated under the Housing and Planning Act 2016.

5.2. Approve the policy shown in appendix 1 to enable the Council to do this.

This policy is an appendix to West Lindsey District Council's Housing Enforcement Policy and should be read in conjunction with the current version of that policy. This document outlines how the Local Authority will utilise new powers under the Housing and Planning Act 2016 to ban landlords and managing agents from operating within the private rented sector.

## **1. Introduction**

**1.1** Chapter 2 of the housing and Planning Act 2016 enables Local Authorities to apply to the First tier Tribunal to impose a banning order on a landlord or managing agent, following conviction for a 'banning order offence'.<sup>1</sup>

**1.2** A landlord subject to a banning order is prevented from:

- Letting housing in England
- Engaging in English letting agency work
- Engaging in English property management work; or
- Doing two or more of those things.

**1.3** In order to utilise the banning order powers, the Council is required to have in place its own policy as to when to pursue a banning order, and to decide the most appropriate course of action on a case-by-case basis in line with that policy.

## **2. Decision-Making**

**2.1** This policy gives due regard to the non-statutory guidance issued by the Ministry of Housing, Communities and Local Government, which sets an expectation that banning orders should be aimed at the most serious offenders.

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<sup>1</sup> The Housing and Planning Act 2016 (Banning Order Offences) Regulations 2017

**2.2** Although the Local Authority will not be able to determine the length of a banning order, a recommendation will be made to the First-tier Tribunal as to how long an order should be, with accompanying reasons. A banning order must be in place for a minimum of a 12 month period.

**2.3** The following factors will be considered by the Local Authority in deciding whether or not to apply for a banning order, and when recommending the length of a banning order:

- The seriousness of the offence
- Previous convictions/rogue landlord database
- Harm caused to the tenant
- Punishment of the offender
- Deterrence to the offender from repeating the offence
- Deterrence to others from committing similar offences

**2.4** The decision to commence the procedure to apply for a banning order and length of proposed time for any such order will be authorised by the Housing and Environmental Enforcement manager.

**2.5** Where a banning order is made, the individual will be determined not to be 'fit and proper' to hold a licence under Part 2 or 3 under the Housing Act 2004 and any licences in force under those parts will be revoked.

**2.6** Where a successful banning order has been made, the Local Authority will consider whether to publish details of these, including the names of individual landlords. Legal advice will be sought prior to this where appropriate, and consideration will be given the Ministry of Justice guidance as to whether to publish sentencing outcomes.

**2.7** Information on banned landlords will be made available to tenants on request.



**Prosperous Communities  
Committee**

**4<sup>th</sup> December 2018**

**Subject: House in Multiple Occupation (HMO) Policy**

Report by:

Mark Sturgess  
Executive Director for Resources and Head of  
Paid Service

Contact Officer:

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Purpose / Summary:

To propose a new policy and standards in  
regards to HMOs and seek agreement from  
elected members for this.

**RECOMMENDATION(S):**

**Elected Members are asked to:**

- a) Approve the HMO Standards set out in appendix 1
- b) Approve that these standards will sit alongside and work in conjunction with the Councils Housing Enforcement Policy
- c) Approve for the standards to come into effect from the 1<sup>st</sup> of January 2019

## IMPLICATIONS

### **Legal:**

All HMO's are subject the Management of Houses in Multiple Occupation Regulations 2006

257 HMO's are subject to the requirements of The Licensing and Management of Houses in Multiple Occupation (Additional Provisions) (England) Regulations 2007

Housing Act 2004 – Housing, Health and Safety Rating System (HHSRS)

The Licensing and Management of Houses in Multiple Occupation and Other Houses (Miscellaneous Provisions) (England) Regulations 2006 require kitchens, bathrooms and WC's to be of adequate size as set out by this guide.

The Licensing of Houses in Multiple Occupation (Prescribed Description) (England) Order 2018

The minimum room sizes are prescribed in The Licensing of Houses in Multiple Occupation (Mandatory Conditions of Licences) (England) Regulations 2018

### **Financial : FIN/154/19/CC**

There are no financial implications within this report. The fee for a HMO licence is set out in the fees and charges document and the staff resource to address HMOs is already in place on the basis that the current demand does not increase significantly. Both demand and income levels will be closely monitored through the monthly monitoring cycle.

### **Staffing :**

There are no staffing issues

### **Equality and Diversity including Human Rights :**

None noted

### **Risk Assessment :**

Additional standards: alongside the legislative minimum the Councils proposed policy also sets out additional standards. These are based on local experience and context and are aimed at ensuring that the risk to occupants is as minimal as possible, alongside the need to ensure that the quality of HMO is at a high level. Should these additional requirements be challenged the Council believes it can defend its position as to why they are necessary.



**Climate Related Risks and Opportunities :**

None noted

**Title and Location of any Background Papers used in the preparation of this report:**

Revised guidance on HMOs from October 1<sup>st</sup> 2018

<https://www.gov.uk/government/publications/houses-in-multiple-occupation-and-residential-property-licensing-reform-guidance-for-local-housing-authorities>

**1. Introduction**

- 1.1. Under the Housing Act 2004, larger HMOs that are 3 or more storeys and occupied by 5 or more persons forming at least 2 separate households are required to be licensed.
- 1.2. With effect from 1 October 2018 mandatory licensing of HMOs will be extended so that smaller properties used as HMOs in England which house 5 people or more in 2 or more separate households will in many cases require a licence.
- 1.3. In line with this change the Council will now seek to put in place its own set of standards in relation to HMOs to ensure that existing and prospective landlords are aware of their obligations and the requirements we will place upon them alongside the legislation.

**2. Definition of a House in Multiple Occupation (HMO)**

- 2.1. An HMO is defined in detail under Section 254 of the Housing Act 2004. In general terms a HMO is as a house or flat in which 3 or more unrelated individuals forming two or more households share amenities such as a bathroom, toilet or cooking facilities.
- 2.2. A 'Household' is defined as either a single person or members of the same family who are living together.
- 2.3. HMO's are bedsits, shared houses and some converted buildings into self-contained flats (known as 257 HMOs)
- 2.4. The legislation that applies to HMOs is listed above in the initial section of the report. The enforcement of HMO standards will be done so in line with the Councils Housing Enforcement Policy.

**3. The Current Status of HMO's within West Lindsey**

- 3.1. Currently there are 2 HMO's licensed in the district of West Lindsey. Whilst West Lindsey does not appear to have the issues in regards to the number of HMO's that other authorities have, there is a concern

that there are further unknown HMO's that require proactive intervention.

3.2. With the change in legislation and the ongoing growth occurring within the district, particularly in the Lincoln fringe area, it is highly likely that the number of HMOs will increase over the coming years.

3.3. The current fee for a HMO application is £450 plus £10 for each unit above 5. On the 1<sup>st</sup> of April this fee will increase (subject to Council approval) to £800 plus £50 for each unit above 5. This increase reflects the length of time in which the fee has remained unchanged and the cost recovery for the work that will be undertaken in licensing a HMO.

#### **4. Identification of HMOs**

4.1. Currently, where it is believed that a HMO is in operation officers identify and deal with it in line with the legislative requirements. Moving forward, subject to approval, the standards we will require will increase.

4.2. There are numerous ways in which HMO's can be identified:

- Council Tax Data
- Proactive district work including door knocking exercises
- Letting sites and selling sites such as Gumtree, Rightmove and Schpock
- Inspecting Officers within the District from other teams
- Complaints
- Electoral register
- Reports from the public
- Other agencies such as Fire and Rescue and the Police

4.3. Since the amalgamation of various enforcement services within the Council additional advice and guidance has been given to officers to ensure that we are using all the intelligence available to us to identify and deal with HMOs. For example, the Food Officers now have a pro forma they can complete if they suspect that a food premises may also be the location of a HMO (which is often the case). This then ensure the appropriate officers can then follow up the investigation.

4.4. A proactive ongoing piece of work is underway to determine the likelihood of HMOs within the district. Where there is a potential HMO it will be investigated and determined in line with standards set out in appendix 1.

#### **5. HMO Standards**

5.1. The document in appendix 1 sets out what standards the Council will expect in regards to HMOs. This covers areas such as;

- Space Standards
- Personal Washing Facilities
- Sanitary Conveniences
- Sharing Ratios for Bathrooms and Sanitary Conveniences
- Facilities for Storage, Preparation and Cooking of Food
- Fire Safety
- Tenancy Management Standards
- Housing Health and Safety Rating System

5.2. Where there is a legislative standard, this is shown and alongside this the standards that are additionally required in West Lindsey are detailed. For example, bathrooms are required to have ventilation, however West Lindsey is requiring landlords to have ventilation at a minimum extraction rate of 60 litres/second. Our local experience suggests that anything less than this is not effective.

5.3. Where an additional condition is put in place, it is expected that the Council would be able to defend its position in justifying this should there be any appeals in regards to the licence conditions.

5.4. The standards document will also act as a guide and point of reference for landlords if they enquire to us about a HMO.

## **6. Recommendations**

Elected Members are asked to:

6.1. Approve the HMO Standards set out in appendix 1

6.2. Approve that these standards will sit alongside and work in conjunction with the Councils Housing Enforcement Policy

6.3. Approve for the standards to come into effect from the 1<sup>st</sup> of January 2019

# Houses in Multiple Occupation (HMO) **STANDARDS**

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## 1.0 Introduction

This guidance has been produced by West Lindsey District Council for Houses in Multiple Occupation (HMO's). The guide has been written to assist owners, agents and occupiers in relation to the standards they should expect in such accommodation.

### 1.1 Definition of a House in Multiple Occupation (HMO)

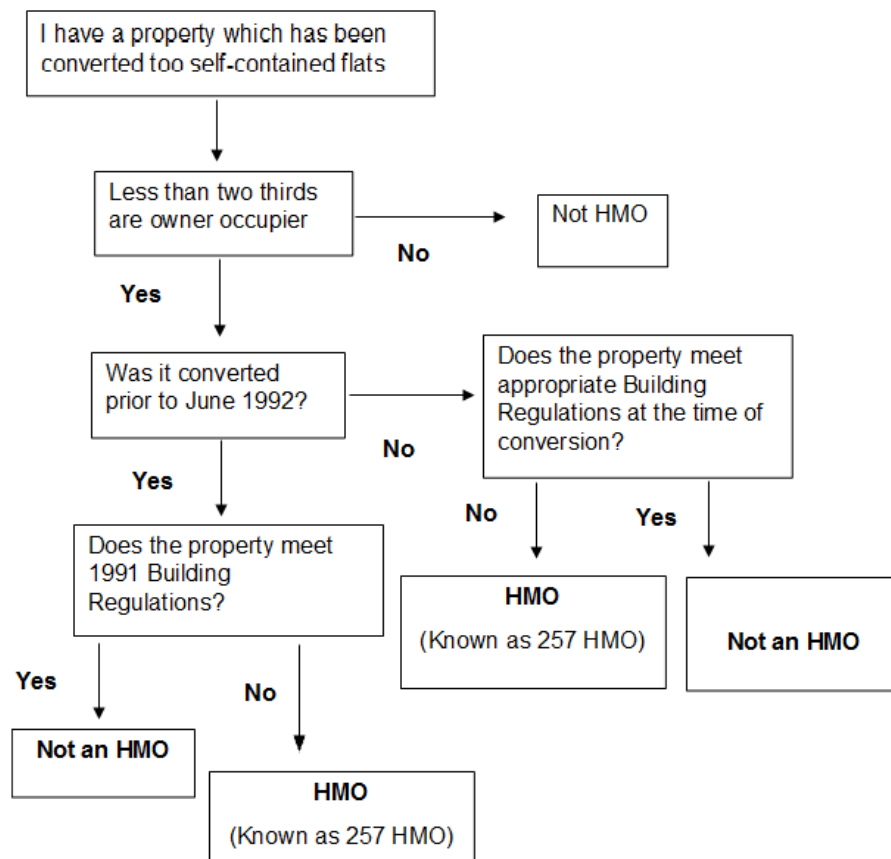
An HMO is defined in detail under Section 254 of the Housing Act 2004. In general terms a HMO is as a house or flat in which 3 or more unrelated individuals forming two or more households share amenities such as a bathroom, toilet or cooking facilities.

A 'Household' is defined as either a single person or members of the same family who are living together.

HMO's are bedsits, shared houses and some converted buildings into self-contained flats (257 HMO)

### 1.2 Self-Contained Test

A building converted into self-contained flats in which less than two thirds are owner occupiers and the conversion does NOT meet appropriate Building Regulations would be classified as an HMO. If the property was converted prior to June 1992, the conversion MUST meet 1991 Building regulations. If the conversion took place after June 1992, the conversion must meet whichever Building Regulations were in force at that time.



## **2.0 Legislation that Applies to HMO's**

- All HMO's are subject to the Management of Houses in Multiple Occupation Regulations 2006
- 257 HMO's are subject to the requirements of The Licensing and Management of Houses in Multiple Occupation (Additional Provisions) (England) Regulations 2007
- Housing Act 2004 – Housing, Health and Safety Rating System (HHSRS)
- The Licensing and Management of Houses in Multiple Occupation and Other Houses (Miscellaneous Provisions) (England) Regulations 2006 require kitchens, bathrooms and WC's to be of adequate size as set out by this guide.
- The Licensing of Houses in Multiple Occupation (Prescribed Description) (England) Order 2018
- The minimum room sizes are prescribed in The Licensing of Houses in Multiple Occupation (Mandatory Conditions of Licences) (England) Regulations 2018

This guide will explain the legal requirements and provide the Councils with an approach on how those standards should be achieved.

## **3.0 HMO Licensing**

HMO's that are occupied by at least 5 persons in at least two households in accommodation, irrespective of the number of storeys, need a licence.

Any person wishing to apply for a HMO licence can visit [www.west-lindsey.gov.uk](http://www.west-lindsey.gov.uk) to find out more

When the Local Authority grants a licence for an HMO property, conditions are imposed relating to the minimum room size which may be occupied as sleeping accommodation.

### **3.1 National Minimum Room Size**

Conditions MUST be required for the licence holder to ensure that any room used for sleeping accommodation is

- ✓ Not less than 6.51m<sup>2</sup> for one person over 10 years
- ✓ Not less than 10.22m<sup>2</sup> for two persons over 10 years of age
- ✓ Not less than 4.64m<sup>2</sup> for one person aged under 10 years

Specific guidance from the Government on HMOs can be found here <https://www.gov.uk/government/publications/houses-in-multiple-occupation-and-residential-property-licensing-reform-guidance-for-local-housing-authorities>

## 4.0 Building Control and Planning

In relation to any change of use, the Planning Authority MUST be consulted and the appropriate planning approvals sought.

All works are to be completed in line with current Building Regulations.

Should works be required to a listed building, the Planning Authority and Conservation Officer MUST be consulted prior to any remedial works occurring.

Further information can be found here

[www.west-lindsey.gov.uk/my-services/planning-and-building/planning-and-building-advice/](http://www.west-lindsey.gov.uk/my-services/planning-and-building/planning-and-building-advice/)

## 5.0 Housing Health and Safety Rating System (HHSRS)

The Housing Act 2004 introduced a new way in which Local Authorities assess housing conditions in England and Wales. It uses a risk assessment approach called HHSRS, which provides a system (not a standard) to enable risks from hazards to health and safety in dwellings to be removed or minimised.

### How do Local Authorities Apply the System?

Local Authorities have a duty to keep the housing conditions in their area under review. Either as a result of that review, or for some other reason, complaint from tenant or neighbour, officers can inspect a property if they have reason to think a health and safety hazard exists there.

As well as providing the legal basis for HHSRS the 2004 Act contains a package of enforcement measures for Local Councils to use. These powers are used to deal with poor housing in the private sector.

Councils have a legal duty to deal with hazards which are assessed as Category 1 under HHSRS and discretionary powers to deal with Category 2 hazards.

**Principles:** The key principle of the system is that a dwelling including the structure and associated outbuildings and garden, yard, and/or another amenity space and means of access, should provide a safe and healthy environment for the occupants and by implication, for any visitors.

**Inspection Process:** A risk base assessment and considers the effect of any hazards in the property. Hazards are rated according to how serious they are and the effect they are having, or could have, on the occupants, that is 'the effect of the defect'. The basic principle is that the property be safe for occupation.

### HAZARDS

There are 29 hazards in relation to the following:

- Dampness, excess cold/heat
- Pollutants, i.e.: asbestos, carbon monoxide, lead
- Lack of space – security or lighting or excess noise
- Poor hygiene, sanitation, water supply
- Accident – Falls, shocks, fire, burns and scalds
- Collisions, explosions and structural collapse

## **Landlords Role**

The intention of HHSRS is to ensure that owners maintain their properties in a safe and 'healthy' state. E.g. free from hazards that may affect the occupier's health and safety.

If as a landlord you employ an agent, you must ensure that the agent is able to arrange necessary works and ensure that adequate funds are available to do this.

If you require any further information about the Housing Act 2004 or HHSRS then please access the following link:

[www.gov.uk/government/publications/hhsrs-operating-guidance-housing-act-2004-guidance-about-inspections-and-assessment-of-hazards-given-under-section-9](http://www.gov.uk/government/publications/hhsrs-operating-guidance-housing-act-2004-guidance-about-inspections-and-assessment-of-hazards-given-under-section-9)



# Space Standards

## Legal Requirements

The Licensing of Houses in Multiple Occupation (Mandatory Conditions of Licences) (England) Regulations 2018 sets out minimum room sizes  
 The Minimum size for a bedroom occupied by 1 person is to be 6.5m<sup>2</sup>  
 The minimum size for a bedroom occupied by 2 people is to be 10.2m<sup>2</sup>

## West Lindsey Requirements

West Lindsey District Council has adopted the following space standards as the minimum requirements

Bedroom Requirements	1 person room	2 person room	3 person room	4 person room
Bedroom with no lounge/dining space elsewhere and cooking facilities not provided in bedroom	10m <sup>2</sup>	15m <sup>2</sup>	20m <sup>2</sup>	25m <sup>2</sup>
Bedroom with adequate lounge or dining space elsewhere & cooking facilities not provided in bedroom	8m <sup>2</sup>	12m <sup>2</sup>	17m <sup>2</sup>	22m <sup>2</sup>
Bedrooms with cooking facilities provided in the room	14m <sup>2</sup>	18m <sup>2</sup>	23m <sup>2</sup>	28m <sup>2</sup>

<b>Kitchen Requirements</b>	7m <sup>2</sup> if used by 1 – 5 persons For over 5 persons an additional 3m <sup>2</sup> per person sharing the kitchen
<b>Dining Space Requirements</b>	2m <sup>2</sup> per person (for those sharing the space) Any dining space (shared or for exclusive use) shall be suitable, and conveniently located (normally not more than one floor from the living unit)

## HMOs with kitchen facilities for the exclusive use of occupants – BEDSITS

1. A bedsit is where sleeping, living and cooking amenities are provided for exclusive use by occupants within a single unit of accommodation (i.e. One room)
2. A bedsit can be occupied by a maximum number of 2 people
3. Room sizes:
  - 1 person bedroom/sitting room/kitchen must be a minimum of 14m<sup>2</sup>
  - 2 person bedroom/sitting room/kitchen must be a minimum of 18m<sup>2</sup>

## **1 or 2 person self-contained flats contained within a licensable HMO**

1. Where the building is an HMO consisting of self-contained flats, the bedrooms must meet the minimum sizes of 6.5m<sup>2</sup> for one occupant and 10.2m<sup>2</sup> for two occupants
2. The kitchen must be of adequate size and layout. The requirements for this are set out in the above table

### **Notes**

The measured space in any room must be 'usable' space. The room should be able to accommodate the required amount of appropriate furniture easily and still allow space for movement about the room.

**\*Any floor space that has a ceiling height of less than 1.5m (5ft) shall be disregarded for the purpose of measuring the total space in the room\***

# **Personal Washing Facilities**

## **Legal Requirements**

The Licensing and Management of Houses in Multiple Occupation and Other Houses (Miscellaneous Provisions) (England) Regulations 2006 sets standards for washing facilities as below:

1. Bath/Showers shall be provided in the ratio of at least 1 to every 5 persons sharing
2. The bathroom or shower room shall be readily accessible and normally not more than 1 floor away from the user. Shared facilities shall be accessible from a common area. Facilities must be inside the building
3. Bathrooms and shower rooms must be of adequate size and be laid out in such a way as to enable persons to undress, dry and dress themselves in a safe manner.
4. Each bath, shower and wash hand basin shall provide an adequate supply of hot and cold running water, designed to ensure reasonable temperature control
5. Bathroom and shower rooms must have adequate lighting, heating and ventilation
6. Bathroom must be fit for purpose

## **West Lindsey District Council Requirements**

1. Bathrooms MUST have mechanical ventilation to the outside air at a minimum extraction rate of 60 litres/second in addition to any window(s). The system is to be an appropriately set humidistat. This is in addition to any windows.
2. A tiled splash back (2 tiled height) shall be provided to all baths and wash hand basins. Shower cubicles shall have fully tiles walls and be provided with water-resistant curtain or door to the cubicle. Bathrooms and shower rooms shall have smooth impervious wall and ceiling surfaces, which can be easily cleaned. The flooring should be capable of being easily cleaned and slip-resistant.
3. Bathrooms and shower rooms must be constructed to ensure privacy.

# **Sanitary Conveniences (Toilet Facilities)**

## **Legal Requirements**

The Licensing and Management of Houses in Multiple Occupation and Other Houses (Miscellaneous Provisions) (England) Regulations 2006 sets standards for sanitary conveniences as below:

1. Where there are 4 or fewer occupiers sharing facilities there MUST be one toilet which may be situated in the bathroom
2. Where there are five or more occupiers there must be 1 separate toilet with wash hand basin for every five sharing occupiers.
3. Toilets are to be provided in bathrooms or separate compartments of an adequate size and layout. The rooms shall have smooth, impervious wall and ceiling surfaces, which can be easily cleaned. The flooring should be capable of being easily cleaned and slip-resistant.
4. Toilets should be readily accessible and normally not more than one floor away from the user. Shared facilities shall be accessible from a common area. Facilities MUST be inside the building.
5. A toilet provided in a separate compartment must have a wash hand basin with an appropriate splash-back.

## **West Lindsey District Council Requirements**

1. Each toilet in a separate compartment is required to have a window equivalent to 1/20<sup>th</sup> of the floor area or mechanical ventilation to the outside air at a minimum extraction rate of six litres per second.
2. The wash hand basin MUST be provided in the same compartment as the toilet.
3. Compartments MUST be constructed to ensure privacy.

# Sharing Ratio's for Bathrooms and Sanitary Conveniences

## Legal Requirements

The Licensing and Management of Houses in Multiple Occupation and Other Houses (Miscellaneous Provisions) (England) Regulations 2006 set standards for the number of bathrooms/showers and toilet facilities in HMO's.

The table below explains the requirements:

<b>Number of people, irrespective of age</b>	<b>Facilities required</b> <i>(If a child under 10 lives in the property, a bath must be provided)</i>
1 – 4 People	The minimum provision is 1 bathroom containing toilet, bath or shower and wash hand basin The bathroom and toilet maybe in the same room
5 People	The minimum provision is 1 bathroom with a bath or shower and 1 separate toilet with wash hand basin The separate toilet maybe located in the second bathroom
6 – 10 People	The minimum provision is  2 bathrooms containing a bath or shower 2 toilets with wash hand basins, one of which must be in a separate room
11 – 15 People	The minimum provision is:  3 bathrooms containing a bath or shower 3 toilets with wash hand basins, one of which must be in a separate room
Bedrooms with en-suites	Where a bedroom is provided with a complex en-suite facility (bath/shower, toilet and wash hand basin) for the exclusive use of that occupant then that occupant will be disregarded when considering the provisions of sanitary facilities.  Six occupants and one occupant had exclusive use of a fully equipped en-suite. The requirement for the remaining occupants would be for 5 people.  If, however, the en-suite only provides one facility (either a bath, shower or WC) then the occupant will not be disregarded for the missing amenity.

# **Facilities for Storage, Preparation and Cooking of Food**

## **Legal Requirements**

The Licensing and Management of Houses in Multiple Occupation and Other Houses (Miscellaneous Provisions) (England) Regulations 2006 require:

1. A kitchen, suitably located in relation to the living accommodation, and of such layout and size and equipped with such facilities such as to adequately enable those sharing the facilities to store, prepare and cook food.
2. The kitchen **MUST** be equipped with the following equipment, which **MUST** be fit for the purpose and supplied in a sufficient quantity for the number of those sharing the facilities:
  - i) sinks with draining boards
  - ii) an adequate supply of cold and constant hot water to each sink supplied
  - iii) installations or equipment for the cooking of food
  - v) worktops for the preparation of food
  - vi) cupboards for the storage of food or kitchen and cooking utensils
  - vii) refrigerators with an adequate freezer compartment (or, where the freezer compartment is not adequate, adequate separate freezers)
  - viii) appropriate refuse disposal facilities; and
  - ix) appropriate extractor fans, fire blankets and fire doors

## **West Lindsey District Council Requirements**

- The kitchen **MUST** be contained in the main building and located not more than one floor distance from the bedrooms
- All kitchen facilities must be available for use 24 hours a day
- The kitchen layout **MUST** be safe, convenient and allow good hygienic practices
- Cookers should be located away from doorways and have enough floor space for items to be safely retrieved from the oven
- It **MUST** be possible to stand directly in front of the cooker and sink and to place utensils down on both sides of each
- If two sets of facilities are provided the layout **MUST** allow them to be used safely at the same time

# Fire Safety

The fire precautions recommended for all HMO's include:

- Means of detection
- Means of escape
- The formulation of an emergency plan

The tables below highlight requirements depending upon the HMO type

Please NOTE if there is excessive travel distance to exit the building or it has listed building status, expert advice is to be sought.

## **Bedsit Type of 3 or 4 storey's**

Escape routes	30 Minute protected route: <ul style="list-style-type: none"> <li>✓ 30 minute fire resisting construction</li> <li>✓ FD30S doors to all risk rooms</li> </ul>
Fire separation	30 minute fire separation between units of accommodation throughout
Fire detection and alarm systems	<p><b>Mixed system</b> Grade A, LD2 system</p> <ul style="list-style-type: none"> <li>✓ Smoke detectors located throughout the escape route</li> </ul> <p>Where cooking facilities are sited <b>within</b> the bedsits</p> <ul style="list-style-type: none"> <li>✓ Heat detectors located in each bedsit</li> <li>✓ Additional Grade D, non-interlinked smoke alarm with integral battery back-up located in each bedsit</li> </ul> <p>Where cooking facilities are sited in a shared kitchen, <b>not</b> within bedsits</p> <ul style="list-style-type: none"> <li>✓ Smoke detectors located in each bedsit</li> <li>✓ Heat detectors located in each kitchen</li> <li>✓ Additional interlinked smoke alarms with integral battery back-up located in any cellar</li> </ul>
Lighting of escape routes	Emergency escape lighting required Conventional artificial lighting required
Firefighting equipment	Fire blanket to be provided in each bedsit within cooking facilities and in shared kitchens.

## **Shared house up to 3 storey's**

Escape routes	<ul style="list-style-type: none"> <li>✓ Sound traditional construction required</li> <li>✓ Suitable escape door or escape windows to bedrooms and living rooms</li> <li>✓ Escape route should NOT pass through risk rooms</li> </ul>
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	<ul style="list-style-type: none"> <li>✓ Sound, well-constructed and close fitting, conventional doors required</li> </ul>
Fire separation	Walls and floors of sound traditional construction If a cellar is present, 30 minute separation between the cellar and the ground floor escape route required.
Fire detection and alarm systems	<b>Mixed system</b> Grade D, LD3 system <ul style="list-style-type: none"> <li>✓ Interlinked mains wired smoke alarms with integral battery back-up located in the escape route at ground and first floor levels</li> <li>✓ Additional interlinked heat alarm with integral battery back-up located in the kitchen</li> <li>✓ Additional interlinked smoke alarm with integral battery back-up located in the lounge</li> <li>✓ Additional interlinked smoke alarm with integral battery back-up located in any cellar</li> </ul>
Lighting of escape routes	No requirement for emergency escape lighting required <ul style="list-style-type: none"> <li>✓ Conventional artificial lighting required</li> </ul>
Firefighting equipment	Fire blanket to be provided in the kitchen.

## Management and Maintenance of Fire Safety

The responsible person (the manager) is responsible for ensuring that the day to day management of the fire safety in the premises is properly undertaken and that essential routine maintenance and emergency repairs are properly carried out.

### Escape Routes

- ✓ Must be free from obstruction at all times and regular checks should be made to guarantee this
- ✓ There should be no storage within the routes
- ✓ There should be no trip hazards such as travelling electrical leads or worn carpets
- ✓ All fire resisting doors should be effectively self-closing to engage their latches throughout with no obstruction or hindrances such as catching carpets. No fire door should be propped or edged open. Any damage to fire doors should be noted and repaired. Any damaged or missing smoke seals must be replaced like-for-like
- ✓ Final exit doors MUST have a security lock that can be opened from the inside without a key.
- ✓ Locks on bedroom doors (where provided) must be provided with a lock that can be opened without a key from the inside



- ✓ Under stair cupboards MUST have a ceiling that is 30 mins fire resistant

### **Artificial Lighting**

- ✓ Conventional staircase lighting must be working properly throughout at all times. Any blown bulbs should be replaced and all switches should be working.
- ✓ Any emergency escape lighting must be serviced and maintained in accordance with BS 5266-8:2004

### **Automatic Fire Detection and Warning Systems**

- ✓ Automatic fire detection and fire alarm systems should be tested and serviced in accordance with the recommendations of BS 5839-6

### **GRADE A Systems**

- ✓ A weekly test by the responsible person which could be the landlord, managing agent or person appointed by them. At least 1 detector or call point in each zone should be tested to ensure correct operation. Any defect should be recorded in the log book along with the date and extent of the remedial action.
- ✓ A six monthly service must be carried out by a competent person, usually a specialist alarm engineer under a maintenance contract. It entails a full test to ensure compliance as specified within BS5839-6 and it should be recorded in the log book and a periodic inspection and test certificate issued.

### **GRADE D Systems**

- ✓ A weekly test where each alarm is activated using the test button
- ✓ All alarms should be cleaned periodically in accordance with the manufacturers recommendations

### **Fire Blankets and Extinguishers**

- ✓ Where provided, these should be checked periodically to make sure that they are in place and available for use. Extinguishers must be tested on an annual basis, and in accordance with the manufacturer's instructions.

### **Gas Installations**

- ✓ The Gas Safety (Installations and Use) Regulations require that gas installations and appliances receive a gas safety check annually. It must only be carried out by a Gas Safe Registered Engineer. The findings must be recorded and the records kept for 2 years.

## **Electrical Installations**

- ✓ All electrical equipment should be installed and maintained in a safe manner by a competent person and should be inspected periodically by a competent electric engineer. Every 5 years is recommended.

## **Information and Training**

Each occupier should be given specific advice on fire prevention and fire safety in the home. This should be given at the start of each new tenancy and reviewed periodically. Information should include:

- ✓ An explanation of the escape routes particularly where secondary means of escape is provided
- ✓ How the fire detection and alarm system operates and what to do if it activates
- ✓ If extinguishers or fire blankets are provided, training in their application and safe use
- ✓ Avoidance of false alarms
- ✓ How and when to call the fire brigade
- ✓ How to report defects
- ✓ The importance of maintaining clear escape routes, free of storage
- ✓ The importance of keeping fire doors closed, not propped or wedged open
- ✓ Smoking and cooking safely
- ✓ Gas safety advice
- ✓ Safe storage and disposal of refuse

## **Record Keeping**

- ✓ It is recommended that a property log book is kept and all routine maintenance and servicing activity, as recommended in this guide, is recorded in it along with all reported defects and remedial action taken, including false alarms. Model log books may be available from landlord associations or via landlord accreditation schemes.

# Management

## Legal Requirement

There are management regulations that apply to all HMO's. The Management of Houses in Multiple Occupation (England) Regulations 2006 apply to all HMO's except those consisting of entirely of self-contained flats. For HMO's consisting of self-contained flats, then the Licensing and Management of Houses in Multiple Occupation (Additional Provisions) (England) Regulations 2007 apply.

The Regulations can be accessed in full at [www.legislation.gov.uk](http://www.legislation.gov.uk). Under both sets of Regulations the person in control of or managing the HMO has a number of duties:

- Provision and display of the managers contact information to the occupiers
- Maintenance of common parts, fixtures, fittings and appliances
- Maintenance of living accommodation
- Safety measures, including fire safety
- Supply and maintenance of gas and electricity
- Maintenance of water supply and drainage
- Provision of waste disposal facilities

Occupiers of HMO's have a duty to ensure that they take reasonable care to avoid damage and disrepair to the property, and do NOT act in such a way as to obstruct the manager in complying with any Management Regulation. It is an offence to fail to comply with the Regulations. The Council can prosecute when landlords or agents do not comply with the Regulations. If found guilty, on conviction the Court can impose a fine of up to level 5 on the standard scale (currently £5000) per breach. Local Authorities are now able to impose a civil penalty of up to £30,000 as an alternative to prosecution for **each** separate breach of the management regulations.

# **Waste**

## **Legal Requirement**

The Management of Houses in Multiple Occupation (England) Regulations 2006 require landlords to provide adequate bins for the storage of refuse, having regard to the disposal services provided by the local Authority.

## **West Lindsey District Council Requirements**

Properties in some areas of West Lindsey remain on sack service for their refuse and recycling collections.

An HMO, however, is a commercial enterprise and West Lindsey offer a solution in relation to commercial waste. More information is available here [www.west-lindsey.gov.uk/my-business/business-services/commercial-waste-solutions/](http://www.west-lindsey.gov.uk/my-business/business-services/commercial-waste-solutions/)



**Prosperous Communities  
Committee**

**4 December 2018**

**Subject: Update on Selective Licensing in the Gainsborough South West Ward**

Report by:

Chief Operating Officer

Contact Officer:

Andy Gray  
Housing and Environmental Enforcement Manager  
01427 675195  
Andy.gray@west-lindsey.gov.uk

Purpose /  
Summary:

To provide elected members with an update in regards to the selective licensing scheme

## **RECOMMENDATION(S):**

Elected Members are asked to;

- (a) Recognise the success of the scheme to date and the positive impact that it is having within the South West Ward area
- (b) Agree that, in line with legislation, the income derived from the scheme will continue to fund the administration of the scheme for a further 2 year period, until December 2020.
- (c) Agree that a further update will be provided in 12 months time.

## IMPLICATIONS

### **Legal:**

The legal basis for the introduction of the selective licensing scheme can be located within the Prosperous Communities Committee report from 22<sup>nd</sup> March 2016.

### **Financial: FIN/162/19**

Section 3 outlines the financial income received from the licensing fee to date.

The Council has to date received £91,044 from licensing income. £69,540 was received in 16/17, £11,015 in 17/18 and £10,489 to date in 18/19. £32,500 of this budget remains unspent and is allocated towards the ongoing administration of the licensing scheme. It is expected that additional income will be received over the remaining period of the scheme via the remaining license applications.

Previously reported to Management Team (FIN/116/19), C&I (FIN/132/19)

### **Staffing:**

A selective licensing officer has been in post since January 2018. The individual who is currently in the post will be moving to a new role in October 2018, therefore the post will become vacant. The Council will be advertising for a replacement officer in due course and the role will continue to take responsibility for the administration of the scheme.

### **Equality and Diversity including Human Rights :**

The designation for the scheme has been set out in accordance with the Housing Act.

### **Risk Assessment :**

None noted.

### **Climate Related Risks and Opportunities:**

None noted.

### **Title and Location of any Background Papers used in the preparation of this report:**

Prosperous Communities Committee report 22<sup>nd</sup> March 2016

Prosperous Communities Committee report 21<sup>st</sup> March 2017

Prosperous Communities Committee report 24<sup>th</sup> October 2017

<https://www.west-lindsey.gov.uk/my-council/decision-making-and-council-meetings/meetings-agendas-minutes-and-reports/prosperous-communities-committee/prosperous-communities-committee-reports/>

**Call in and Urgency:**

**Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?**

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)

**Yes**

**No**

**Key Decision:**

A matter which affects two or more wards, or has significant financial implications

**Yes**

**No**

## 1. Introduction

- 1.1. The Selective Licensing scheme in the Gainsborough South West Ward was approved at Prosperous Communities Committee on the 22<sup>nd</sup> March 2016. The scheme then came into force on the 18<sup>th</sup> of July 2016 for a five year period.
- 1.2. This report provides an update in regards to the progress of the scheme and outlines the current position, the main areas of work undertaken to date and provides the timescales and objectives for the future phases. The report has also been scrutinised at the Challenge and Improvement Committee meeting held on 13<sup>th</sup> November 2018.
- 1.3. This paper does not go into the background of the scheme or how it came to be in effect as this has been covered within previous committee papers.
- 1.4. It should be noted that the scheme was designated on the basis that the area concerned was experiencing a significant and persistent problem in regards to anti-social behaviour.

## 2. Current Position

- 2.1. Any landlord that has not made an application to date is being dealt with as unlicensed. The current position in relation to licenses and applications is shown below in Table 1.

<b>Table 1.</b>	The Home Safe Scheme		West Lindsey District Council	
	Properties	Applicants	Properties	Applicants
Applications*	539	299	73	36
Draft Licences	487		62	
Full Licences	461		58	
Exemptions (full)	n/a	n/a	23	10
Exemptions (temporary)	n/a	n/a	All temporary exemptions now expired, none currently in effect.	
<i>*live applications, not including applications which have been cancelled or terminated</i>				

- 2.2. There are currently 519 licensed properties within the area. 461 of these are licensed by Homesage and 58 via West Lindsey District Council.
- 2.3. There are 80 applications which are currently in the process for determination. Alongside this there are 60 cases open for unlicensed properties, for which we are considering formal action.



- 2.4. Since September 2017, 54 new applications have been received via Homesafe and 33 have been received directly. Alongside this 20 revocations of licence have been issued, due to property turnover. We would expect this number to remain constant.
- 2.5. There are a further circa 230 properties which records suggest may be in the private rented sector, which require further investigation. It is unlikely that they will all be licensable, however a proportion of these will be.
- 2.6. Our approach to dealing with unlicensed properties is based on risk. Our efforts are focussed on those properties that are having an adverse impact either due to their condition, the landlords behaviour or the tenants behaviour.
- 2.7. It is intended to carry out a proactive street by street review of the remaining unlicensed properties over the next 12 months and when the prioritised caseload reduces to enable this.

### **3. Financial Information**

- 3.1. The Council has to date received £91,044 from licensing income. £69,540 was received in 16/17, £11,015 in 17/18 and £10,489 to date in 18/19. £32,500 of this budget remains unspent and is allocated towards the ongoing administration of the licensing scheme. It is expected that additional income will be received over the remaining period of the scheme via the remaining license applications.
- 3.2. It is proposed to utilise the remainder of the funding on staffing resource to continue the administration and implementation of the scheme.

### **4. Support for Landlords**

- 4.1. Homesafe have undertaken forums for their members in the Gainsborough area. The latest of these took place on the 26<sup>th</sup> September and was well attended. Council Officers provided an update on the scheme at this meeting.
- 4.2. Prosperous Communities Committee have also recently approved the revised Housing Assistance Policy, which provides financial support to landlords, empty property owners and home owners. There is a specific grant within this policy for licensed landlords which can provide additional security, improved smoke detection and improved measures to tackle damp and mould.
- 4.3. Alongside this, the Council have also agree to release additional capital reserves to support projects in the South West Ward and Hemswell Cliff. This includes;
  - The extension of CCTV across wider parts of the licensing area
  - The appointment of an enforcement officer to deal with waste and early presentation issues
  - The appointment of a private rented sector officer to work with landlords and tenants to increase tenancy sustainment
  - The delivery of the “Young Oasis” project to provide to support to young people who’s families are impacted by substance misuse
  - The sustainment of the community payback project within the area for a further two years
- 4.4. The Council have also made progress in regards to issues such as abandoned shopping trolleys, environmental enforcement, early presentation of waste, engagement on waste

collection and the ability to now report unlicensed landlords via the website.

4.5. At a meeting with Homesafe landlords in September 2018 an update on the scheme was provided. At this meeting it was identified that there is a core group of landlords who are keen to meet more regularly with the Council to discuss the scheme and the work that is ongoing. The first of these meetings will take place later this year.

## 5. Formal Enforcement Action

5.1. Various formal enforcement action has been undertaken since the scheme commenced. The selective licensing area is subject to the highest level of formal enforcement action across all of the Council's regulatory type services. This reflects not only the challenge being faced in the area, but also the positive impact that the scheme has had in terms of dealing with some of these challenges.

5.2. A breakdown of the action taken is show below;

### Warning Letters

- 7 properties (6 for unlicensed, one for breach of conditions)
- 6 landlords (5 for unlicensed, one for breach of conditions)

### Cautions:

- 1 property
- 2 landlords

### Civil Penalties:

- 9 Notices of intent issued (2 subsequently withdrawn; one warning letter issued, one prosecution commenced)
- 5 currently in process (estimated projected level of fine at this time £67,000)
- 2 Final Notices issued
- Level of fine imposed - £5,000

### Prosecutions:

- 34 properties
- 10 landlords (3 overturned on appeal – WLDV V Singh)
- £69,797 fines for SL offences (not including those overturned or reduced on appeal)
- Costs orders made for £8,035.76 (not including those overturned on appeal)
- 1 additional prosecution currently in process

### Other:

- 1 Criminal Behaviour Order in effect (on back of SL and other offences)

## 6. Ensuring Compliance

6.1. Homesafe have compiled an update report, shown in appendix 1, which outlines the current status of the scheme and provides information relating to it.

6.2. In Year 2 to date, 387 compliance checks have been carried out. 59 of these were carried out by landlords who have been trained on how to self assess for compliance. There are 136 compliance checks remaining.

6.3. To date 302 high classification issues have been resolved by landlords and 413 medium. Where an issue is classified as low priority a landlord is sent an advisory letter and made aware of the concerns.

6.4. The top 5 high priority issues that are being identified in inspections relate to smoke detection; window restriction; balustrades or guarding; stair handrails and carbon monoxide detectors.

## **7. Tenant Passport Scheme**

7.1. The Tenant Passport Scheme was implemented in January 2018. To date it has not had a positive impact and there has only been one application. Officers are currently reviewing the scheme with a view to reintroducing it to make it more effective.

7.2. A local group of landlords have asked if they can have an input into the revision of the scheme and it is our intention to liaise with them on this to ensure that the scheme can be as effective as possible.

## **8. Dealing with Anti-Social Behaviour (ASB)**

8.1. It is difficult to quantify at this stage the impact that the scheme has had in regards to the overall levels of ASB. Information provided by Lincolnshire Police would suggest that there has been no real increase in ASB across the area and the Council will continue to review this information and seek to quantify it in later stages of the scheme.

8.2. At this stage of the scheme, the focus remains on proactively dealing with unlicensed properties and any ASB that is caused by them. There are a number of specific initiatives that the Council has carried out as part of the selective licensing work and as part of our overall approach within the designated area.

8.3. Within the scheme the following interventions are being delivered;

- Identification of problem tenants and properties dealt with by a joint approach from officers.
- Joint meetings with problem landlords, with Police involvement. These are face to face and aimed to ensure that those landlords whose properties are suffering from ASB understand their responsibilities in regards to addressing it.
- Reasonable steps being requested from landlords to deal with ASB in their properties ranging from warning letter and property visit to the ending of a tenancy.
- ASB issues raised directly by Homesafe with landlord. 12 raised, of which 7 are outstanding.
- Ongoing work in relation to breach of conditions under the licensing scheme.

8.4. Alongside this to combat various issues the Council is;

- Extending the CCTV system into the licensing area
- Allocating resources specifically for environmental and fixed penalty type issues
- Delivering schedule 4 (abandoned shopping trolleys)
- Offering financial assistance to deal with empty properties and improve property standards

8.5. It is intended over the next 12 months to ensure that we can robustly measure the overall impact on ASB over the course of the scheme to date. Appendix 2 provides some additional information in regards to ASB.

## **9. Future Scheme Timescales**

9.1. As per the update to elected members in March 2017, the scheme is focussed initially on the 3 main phases below. An update has been provided for each phase.

**Phase 1 – Licensing of landlords:** this has been ongoing since the 18<sup>th</sup> of July 2016 and it is our aim to ensure that all eligible landlords are licensed within the first year of the scheme.

**Update** – This aspect of the scheme is ongoing and will continue for its remainder as new licensed are required for newly identified properties or those that are sold and require a licence.

**Phase 2 – Unlicensed Landlords:** prosecution will be considered for all landlords (known and unknown) who failed to obtain a licence by the 31<sup>st</sup> of January 2017. This phase will commence on April 1<sup>st</sup> 2017.

**Update** – Prosecutions have been undertaken and will continue. Alongside this the Council's new powers to issue Civil Penalties are also being utilised. These are aimed at ensuring a financial deterrent is given to landlords that are non compliant.

**Phase 3 – Ongoing Compliance:** Homesafe members all receive annual compliance checks. Over the course of 2019 all landlords licensed directly by WLDC will receive their inspections.

**Update** – landlords directly licensed by WLDC will be contacted to arrange inspections in the coming months. Around 12% of landlords are licensed in this way.

**Phase 4 – Reducing Anti – Social Behaviour and Improving the overall environment:**

Please note section 8 above. This aspect of the scheme will be a priority for the remainder of the designation.

## 10. Recommendations

Elected Members are asked to;

- (a) Recognise the success of the scheme to date and the positive impact that it is having within the South West Ward area
- (b) Agree that, in line with legislation, the income derived from the scheme will continue to fund the administration of the scheme for a further 2 year period, until December 2020.
- (c) Agree that further update will be provided in 12 months time.

## Appendix 1



**The Home Safe Scheme Ltd**  
The Castle Mill  
Minneymoor Hill  
Conisbrough  
Doncaster  
DN12 3EN

Email: [info@thehomesafescheme.org.uk](mailto:info@thehomesafescheme.org.uk)  
Telephone: **0330 6600 282**

Company No. 09371007

### **Year 2 Selective License Scheme Overview – South West Ward of Gainsborough**

Home Safe Scheme Members - 299  
Total properties – 539

#### **Preamble**

The Home Safe Scheme Ltd (Home Safe) regard the scheme in Gainsborough as having been a success thus far. There has been a high level of engagement with the scheme by Gainsborough members and (where applicable) their Managing Agents. Member interest in and presence at our landlord forum meetings and training events has been strong and Gainsborough members are now taking advantage of the support tools that are provided via Home Safe's web portal such as our General Code of Practice, Terms and Conditions of Membership, Maintenance Mandate and our Landlord and Tenant Charter. General day to day tenancy management letter templates (available free of charge to Home Safe members and which cover, for example, managing ASB complaints or property access issues) are being utilized more regularly.

All of the above are in line with Home Safe's strategy and are on track as expected now that the main registration/application phase has been completed.

A number of members continue to build their portfolios in the South West Ward, are registering more properties with Home Safe and thus continue to invest in the area. Home Safe, therefore, have no fewer South West Ward properties registered than at the start of the licensing scheme thus indicating that the rental market is stable in this area.

Entering Year 2 (and as a natural progression from the initial registration/application period), supporting its Gainsborough members in rectifying property disrepair has been the Home Safe team's biggest focus. To this end Home Safe now has available for its members a full maintenance service proposition to help them to more efficiently fulfil their landlord repairing obligations and comply with the requirements of this element of the licensing scheme.

## **Corroborative Evidence**

Listed below are some positive mid-point statistics for **Y2** West Lindsey Compliance Check results and achievements:

Number of reports with HIGH issues present - **232 + 17** Self Inspections  
Number of reports with MEDIUM issues present - **56 + 9** Self Inspections  
Number of reports with LOW issues present - **7 + 9** Self Inspections  
Number of reports with NO issues present - **33 + 24** Self Inspections  
Total number of completed Compliance Checks - **328 + 59** Self Inspections  
Total number of outstanding Compliance Checks (Planned for completion by 31<sup>st</sup> October 2018) - **136 + 0** Self Inspection

HIGH issues rectified and evidenced by the landlord or agent - **302**

MEDIUM issues confirmed completion - **413**

LOW issues identified and Landlord made aware - **220**

**Top 5** common HIGH priority issues - **Number of issues identified** - **Number of issues closed and resolved**

Smoke detector issues - **94** - **62**

Window restrictor issues - **78** - **50**

Balustrade/guarding issues - **46** - **23**

Handrail to stairs - **38** - **19**

Carbon Monoxide detector issues - **23** - **16**

**Top 3** common MEDIUM priority issues - **Number of issues identified** - **Number of issues closed and resolved**

Waste and Recycling issues - **100** - **72**

Missing interior doors - **73** - **39**

Damp and Mould - **72** - **57**

## **Member Feedback**

We have received some feedback recently from our members stating how pleased they are with the support they are receiving and especially in relation to Compliance Check reports. For the purposes of this update, feedback has been anonymized.

Mr Dxxxxxx

"With Home Safe I can say the following:

1. They are always responsive and helpful
2. They provide information when required, an example being the waste schedule
3. The compliance reports are helpful and flag issues with our properties
4. The invoicing process works well"

Ms Wxxx

"Thanks very much for sending the report. It is extremely useful in identifying areas that need rectifying"

Mr Wxxxxxxx

“Whenever I have had occasion to contact Home Safe in relation to queries regarding Selective Licensing for my mother's properties, I have always found your response to be helpful and supportive. Thank you.”

Home Safe has an IT facility in place whereby relevant WLDC officers can escalate issues direct to our team, simply, efficiently and with an audit trail, if the property in question is registered with Home Safe. This also works well for the member landlord as the team can liaise quickly with them, point out the potential licensing breach and then guide them towards a plan of action to resolve the issue that has been raised by WLDC. The number of issues raised on Home Safe by WLDC so far is **70**.

Home Safe has liaised with the relevant member landlords as well as their Agents where applicable and, of the 70 WLDC referrals, the number of issues resolved and closed by Home Safe is **55** with **15** cases currently pending resolution.

Home Safe's data also shows that Gainsborough members are spending in the local DIY stores to rectify property disrepair. The B & Q Trade Point Card (available as a Home Safe membership benefit) Spend has a year on year growth of **16.7%**. In the rolling 12-month period, the transaction count in the B & Q Lincoln & Gainsborough Stores is significant. The Gainsborough store has processed 533 transactions and the Lincoln store has processed 166 transactions from the Gainsborough member database.

## Appendix 2

### **Additional information relating to Anti-Social Behaviour for consideration within the Selective Licensing Update report**

This information should be read in conjunction with section 8 of the report titled “Dealing with Anti-Social Behaviour (ASB)”

#### **1. General**

National statistics for the year ending June 2018 has seen a rise in police reported crime from the previous year:

- 30% rise in police recorded public order offences
- 22% increase in police recorded robbery offences
- 8% increase in police recorded overall theft offences
- 7% increase in police recorded vehicle related thefts
- 2% increase in police recorded burglary offences
- 12% increase in police recorded offences involving a knife or sharp instrument

ASB hasn't been recorded in the same way, but the Crime Survey for England and Wales estimate that 34% of respondents experienced or witnessed ASB in their local area in the latest survey year, an increase from the previous year. This report does not break this information down to a Gainsborough level.

It is also possible that given the focus on quality of crime reporting, some incidents which have previously been reported as ASB have more recently been recorded as crimes which would account for some of the recent rise in public order offences.

#### **2. State of the District**

The West Lindsey State of the District reports from 2015 to 2018 can be found here <https://www.west-lindsey.gov.uk/my-business/growth-and-regeneration/state-of-the-district/>



Each of these reports contains information relating to crime and ASB. As an overview Lincolnshire Police recorded the overall crime rate in West Lindsey as 50.89 incidents per 1,000 of the population, a notable increase from 45.7 per 1,000 in 2016/17, and 40.0 during 2015/16 and 39.5 in 2014/15. This is in line with the trends Nationally.

These reports do provide further detail as to the overall crime levels, however they do not detail ASB to the level in which the information to be provided by Lincolnshire Police will. Please see section 4.

### **3. West Lindsey Information**

*Table 1: ASB report information from West Lindsey District Council*

<b>ASB</b>	<b>Jul 15 – Jul 16</b>	<b>Jul 16 – Jul 17</b>	<b>Jul 17 – Jul 18</b>
General	42	40	35
High Level (Managed in Sentinel	5	4	4
Intimidation and Harassment	1	0	0
Nuisance Premises	1	7	4
Vehicle repairs on the Highway	3	1	0
Graffiti	9	8	6
Waste on private property	15	3	3
Rats and Mice	1	0	0
General Complaints	3	1	1
Rowdy Behaviour	0	1	2
Drunken Behaviour	0	1	1
Vandalism	0	1	0
Nuisance Location	0	0	2
<b>Total</b>	<b>80</b>	<b>68</b>	<b>58</b>

Alongside this, in 17/18 on average, there were 64 housing disrepair cases open within the South West Ward. In 18/19 to date the average is 32, 50% less.

### **4. Lincolnshire Police Information**

Information has been requested from Lincolnshire Police relating to the licensing area. This information has been requested, but not yet provided. Once provided it will enable a broader viewpoint on the overall level of ASB to developed.

Officers are happy to provide this information to the committee at a later date or be scheduled to attend a future meeting to discuss it.

If the information is available prior to the Prosperous Communities Committee meeting on the 4<sup>th</sup> of December 2018 it will be provided as part of this report.

### **5. Case Studies**

#### **Case Study 1 – ASB in an unlicensed property**

The Council became aware of the owner of an unlicensed property commencing the process to let the property to individuals who were known to the Council for having caused Anti-social behaviour at their previous address and had been evicted from the property due to this.

The Council sent a number of warning letters to the owner, advising them not to occupy the property whilst it was unlicensed and making them aware of the schemes requirements, but these

were disregarded and the new tenants moved in. The Council received several Anti-social behaviour reports shortly afterwards.

The Council considered that it was in the public interest to take formal action in respect of the unlicensed offence, due to the issues the conduct had caused and successfully prosecuted the owner of the property in July 2018. A completed SL application has subsequently been made.

The anti-social behaviour issues were raised under the scheme, and the landlord is now taking active steps to address the issues and manage the tenancy. The number of anti-social behaviour complaints in respect of the address has significantly fallen since the start of the tenancy.

### **Case Study 2 – ASB in a licensed property**

The Council received a number of reports of Anti-social behaviour in a licensed property. The issues were raised with the licence holder, and the references they had taken at the commencement of the tenancy checked, as outlined in the scheme conditions. The previous landlord reference which had been received was notably positive, despite the Council being aware of a number of issues having been raised during the tenancy. The Council interviewed the previous landlord under caution and considered that an honest reference had not been provided, as required in the schemes conditions. As it was a first time offence, a warning letter was issued to the previous landlord.

The licence holder for the tenant’s current address addressed the concerns with the occupants, and sent a letter outlining the concerns. No further reports of ongoing issues have been received since this.

These are some examples of issues which have been spotted in the area and been resolved as a direct result of being raised under the selective licensing scheme.

### **Within 36 hours**

Removal of broken glass



**Within 7 days**

Removal of waste



**Within two weeks**

Replacement of rear gate





**Within three weeks**

Extensive clearance of waste





**Prosperous Committee**

**4<sup>th</sup> December 2018**

**Subject:** Progress and Delivery Report – Period 2 2018/19

Report by:

Executive Director of Operations and Head of Paid Service

Contact Officer:

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Purpose / Summary:

To consider the Progress and Delivery Report for Period 2, 2018-19

**RECOMMENDATION(S):**

1. To assess the performance of the Council's services and key projects through agreed performance measures and indicate areas where improvements should be made, having regard to the remedial measures set out in the report.

**IMPLICATIONS**

**Legal: None**

**Financial : FIN-125-19**  
There are no financial implications as a direct result of this report

**Staffing : HR-071-10-18**  
There are no staffing implications as a direct result of this report

**Equality and Diversity including Human Rights : None**

**Risk Assessment : None**

**Climate Related Risks and Opportunities : None**

**Title and Location of any Background Papers used in the preparation of this report:**  
N/A

**Call in and Urgency:**

**Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?**

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)      **Yes**       **No**

**Key Decision:**

A matter which affects two or more wards, or has significant financial implications      **Yes**       **No**

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# Executive Summary

## 1.0 Introduction

This report forms the period 2 performance report for 2018/19. It is about the services the council is delivering in order to meet the objectives it has set itself in the Corporate Plan. The report contains information relating to those measures where performance has fallen outside agreed tolerance levels for two periods or more. Information relating to service based performance is included on an exception basis (above or below target) as Appendix A.

## 2.0 Overall Summary of Performance

Table one shows a summary of service performance for period two (June – September) 2018 and also includes a summary of the previous period for comparison.

Performance has remained broadly static with 73% of the Council's KPIs meeting or exceeding target and 23% below target. In total, 4% of information is missing, which equates to five indicators. Of these, three are from Home Choices who are unable to collect the figures at present due to government changing the parameters for reporting which has required the IT provider to amend the system to accommodate this. Information is also missing from Enterprise and Community Services. The Performance and Programmes Team continues to work with Team Managers to ensure that information is provided in a timely manner.

RAG	P1 (2018/19)	P2 (2018/19)
Exceeding target	45%	43%
Meeting target	26%	30%
Below target	21%	23%
Missing information	8%	4%

Table 1: Overall summary of performance

Table two shows the direction of travel when compared to the previous period. It should be noted that period two runs from June – September and is not, therefore, directly comparable to period one which covers April and May. As part of the wider review of the performance management framework, the way in which direction of travel is reported is being reviewed for 2019/20 to ensure it is meaningful and relevant.

Direction of Travel	P1 (2018/19)	P2 (2018/19)
Performance has improved since last period	42%	11%
Performance has remained static since last period	9%	82%
Performance has declined since last period	49%	7%

Table 2: Overall direction of travel

## 3.0 Performing Well

- **Contracts Management and Procurement** – savings generated by Procurement Lincs on renewal of a number of contracts now totals £98,000 which is significantly ahead of the expected figure.
- **Customer Services** – The number of complaints where the Council is found to be at fault has decreased. This is a result of acting on feedback from customer complaints to implement improvement actions across the Council.
- **Financial Services** – the return on the Council's capital investment is exceeding target at 1.57% and the overall budget forecast is also exceeding target at 0.31% surplus. The Council has received an unqualified audit opinion, with auditors satisfied that the Council has the right procedures in place to achieve Value for Money.
- **Garden Waste** – performance continues to exceed expectations across all areas and take up of the service remains above target as the subscription period comes to an end. Officers are now focusing on year two implementation.



- **Healthy District** – an improved programme of activities, an increased marketing campaign and a newly refurbished centre have led to an above target increase in the number of new participants at the Leisure Centre.
- **Street Cleansing** – performance is within expected parameters and the number of abandoned shopping trollies has decreased by 70% during the period.
- **Trinity Arts Centre** – a review of finances and business operations has resulted in improved models of working, costing and forecasting. This has led to a significant rise in secondary sales and an increased surplus. Income, received surplus and audience figures are all projected to be on or above target by year end.

#### 4.0 Risk Areas

- **Asset and Facilities Management** – rental income received from car parks is below the financial target with a financial pressure of £83k being reported for the year. During October, The forecast was based on acquiring Lidl car park, however, this doesn't necessarily equate to an increase in income to the level suggested.
- **Development Management** – income received from planning and pre-app fees is below the financial forecast with a financial pressure of £262,900 being reported for the year. Whilst it is not expected that income will meet the year-end target set by Finance, it should be noted that income has increased significantly in October (up £95,603 from September) as a result of an increase in the number of larger sites coming forward for planning permission during this period, which has a direct impact on the fee income, as planning fees are related to the scale/quantum of development that is proposed.
- **Enforcement and Regulatory Services** – whilst the time taken to resolve both planning and housing enforcement requests remains below target, it should be noted that there has been significant improvements for both of these measures and this trend is expected to continue for the rest of the year. Further information is attached as Appendix A as requested by Corporate Policy and Resources Committee. The number of food safety inspections carried out remains below target. The ability to meet requirements is impacted by available resource and an additional paper was submitted to CP&R highlighting the challenges faced. The Performance and Programmes Team have scheduled a performance workshop in November to identify improvement actions.
- **Markets** – the number of stalls on a Saturday and Tuesday remains below target for the third and fifth periods respectively. There has been an increase in the number of traders giving notice during the period. An options appraisal and markets review is currently underway and a final decision on available options is needed.

## Measures where performance is outside agreed tolerance levels for at least two consecutive periods

Service	Measure	P1 (2018/19)	P2 (2018/19)	DoT	What do we need to do to improve and by when?
<a href="#">Asset and Facilities Management</a>	Rental income – received assets	£123,542	£192,532	↑	Voids remain low and upward only RPIs increase income. No improvement action needed.
	Rental portfolio voids	2%	8%	↓	There have been a recent spate of notices to quit at the Plough. Although changes of tenancy are to be expected, there is a need to improve the way that we market our voids. A meeting has been arranged to address this issue and it is expected that performance for this measure will have improved by December 2018.
<a href="#">Building Control</a>	Cost of the Building Control Service to the Council	£4,747.80	£4,197.03	↑	There have been significant savings on salaries and income remains higher than expected. All vacancies have now been filled and this will be reflected in the period three performance figures.
	Total income received	£40,453.07	£78,632.44	↑	There has been an increase in applications during July and an unusually high number of applications in August resulting in higher than expected income. No improvement action needed.
<a href="#">Corporate Health</a>	Compliments received	88	190	↑	The number of compliments remains consistent on a month by month basis. Services have improved the way compliments are logged as a result of the roll out of the customer first improvement plan.
	Complaints received	32	35	↑	Fewer complaints over the four month reporting period. Whilst fewer complaints are to be expected during quieter summer months, this can also be attributed to the successful implementation of the Customer First programme.
	% of complaints where the Council is at fault.	44%	35%	↑	Previously identified improvement actions continue to embed across the Council resulting in fewer complaints where the Council is at fault. The Quality Monitoring Board continues to meet regularly to determine where improvements can be made.
	Staff absenteeism	0.4 days	0.55 days	↓	Continue to monitor.
	Service and system availability	100%	100%	→	No improvement action needed. Continue to monitor.
<a href="#">Contracts Management and Procurement</a>	Savings generated through Procurement Lincs	£0	£98,000	↑	Procurement Lincs have generated a number of savings on renewal of contracts – insurance, telephony and leisure. This will continue to be monitored and no improvement action is needed.

Service	Measure	P1 (2018/19)	P2 (2018/19)	DoT	What do we need to do to improve and by when?
<a href="#">Council Tax and NNDR</a>	Cost of the service per property tax base	£3.24	£7.32	↓	Increase in budget spend due to increased legal and court fees. Summons court costs have not yet been recovered. Costs are due to be recovered in November which will affect the cost of service in period 3.
	No of properties on the tax base per FTE ratio	5,753	5,528	↓	Staff vacancies and maternity leave has affected the direction of travel though performance is still above target. Recruitment to cover vacancies is underway and the post is expected to be filled during the next period.
<a href="#">Democratic Services</a>	Satisfaction with member training	100%	100%	→	No improvement action needed. Continue to monitor.
<a href="#">Development Management</a>	Non-major planning applications determined within the government target	100%	99%	↓	No improvement action needed.
	Appeals allowed as a % of all decisions	0%	2%	↓	Whilst performance remains above target, the increase in appeals allowed is under internal review by the Planning Management Team to ensure good quality decision making is maintained to a high level.
<a href="#">Enforcement</a>	% of landlords breaching selective licencing conditions	1%	1%	→	Continue to monitor. No improvement action needed.
	Housing enforcement requests received	17	55	↓	Demand remains consistent and above target on a month by month basis. No improvement action needed.
	Time taken to resolve housing enforcement requests	211.5	142	↑	A high number of complex cases. Continue to monitor caseload
	Time taken to resolve planning enforcement requests	300	224	↑	Focusing on more timely case closures has resulted in an improvement in performance month by month. This improving trend is expected to continue.
	% of licensed property in licencing area	73%	77%	↓	The licence process is ongoing and this is expected to be above target by year end. No additional action is needed.
<a href="#">Financial Services</a>	Time taken to pay invoices	11.41 days	11.53 days	↓	No improvement action needed.
<a href="#">Garden Waste</a>	Subscription take up	53%	58.3%	↑	Take up remains above target. Officers are now focusing on year two implementation.
	Chargeable bins	24,801	25,910	↑	Performance remains above target. Officers are now focusing on year two implementation.
<a href="#">Healthy District</a>	New participants at WL Leisure Centres	467	1,129	↑	An improved programme of activities, improved marketing and the refurbished centre has led to an increase in new participants. There has been an increase in new participants of 66% in September alone.

Service	Measure	P1 (2018/19)	P2 (2018/19)	DoT	What do we need to do to improve and by when?
	Customer satisfaction at WL leisure centres	96%	95%	↓	Whilst satisfaction remains above target, there has been a slight decrease during period 2 as a result of ongoing refurbishment work.
<a href="#">Home Choices</a>	Temporary accommodation usage	15	23	↑	The roll out of stricter rules has led to a significant decrease in usage month by month. Officers will continue to enforce these rules and monitor usage levels.
	Bed and Breakfast nights	89	85	↑	Difficult households with complex needs requiring multi-agency intervention means this measure remains below target. All options continue to be explored to ensure the right help is available to households with complex needs. Tackling homelessness has been prioritised as part of the Council's Housing Strategy.
<a href="#">Housing</a>	Average cost of DFGs	£9,864	£7,259	↑	This is a county wide issue. There is a county wide review of pricing underway to address increased contractor costs. DFGs have also been incorporated into the Council's Housing Strategy.
<a href="#">IT and Systems Development</a>	LLPG Standard	Gold	Gold	→	Continue to monitor. No improvement action needed.
	Website availability	100%	100%	→	Improved hosting arrangement which we will continue to monitor. No improvement action needed.
	Online customers signing up to self-service accounts	2,082	1,102	↓	Excellent customer engagement. We will continue with the digital agenda.
	Electronic forms completed and submitted on the website	9,858	10,357	↑	Excellent customer engagement. We will continue with the digital agenda.
	Number of system development requests dealt with	84%	87%	↑	Good work plan management with continual assessment and ensuring detailed specifications of work packages
<a href="#">Licensing</a>	Number of licensing applications received	147	299	↑	The number of received applications continues to exceed expected levels. No improvement action needed.
<a href="#">Local Land Charges</a>	Local land Charges searches received	440	924	↑	This is determined by the property market. Performance is expected to even out over the year as a whole.
	Time taken to process a search	6.78	11.32	↓	There has been an increase in cases, as well as increase in the complexity of cases. In addition, there has also been a reduction of resource in the team. The team has secured the assistance of an apprentice on a temporary basis to help with admin work which will allow the rest of the team to focus on searches.
<a href="#">Markets</a>	Average number of stalls on a Tuesday	40	38	↓	There has been a decrease in traders in September due to adverse weather. There has also been an increase in the number of traders giving notice. A markets review and options appraisal is currently underway.

Service	Measure	P1 (2018/19)	P2 (2018/19)	DoT	What do we need to do to improve and by when?
	Average number of stalls on a Saturday	33	63	↑	As above.
<a href="#">Regulatory Services</a>	Number of registered food premises receiving a proactive inspection	43	77	↑	The ability to carry out inspections is impacted by available resource. An additional paper was submitted to CP&R outlining the challenges faced.
	% of food premises rated 3* or above	97%	97%	→	No improvement action needed.
<a href="#">Trinity Arts Centre</a>	Cost of TAC per user	£4.16	£4.51	↓	Improved cost management. Planned improvements will continue to be rolled out across all operations.
	Received surplus	£14,165	£22,220	↑	Fewer events but an improved pricing structure has helped to maximise on secondary sales. Planned improvement will continue to be rolled out across all operations.
	Trade waste income	£42,307	£98,605.01	↑	Continue to monitor.
<a href="#">Waste Collection</a>	Cost of service per household	£28.28	£27.56	↑	The introduction of a subscribed garden waste service has led to a reduced cost for waste collection.

Table 3: Measures performing outside agreed tolerance levels for two consecutive periods

## Corporate Health

Measure	P1 Perf	P2 Tar	P2 Perf	DoT	What is affecting performance?	What do we need to do to improve and by when?
Budget forecast outturn	-	0%	<b>0.31%</b>	-	0.31% surplus	
Compliments received	<b>88</b>	164	<b>190</b>	→	Number of compliments remains consistent on a month by month basis. Services continue to improve how they log compliments.	Continue to monitor and continue to work with services to roll out the Customer First improvement plan
Complaints received	<b>32</b>	56	<b>35</b>	↑	Fewer complaints which is to be expected during the quieter summer months.	Continue to work with teams to embed the Customer First Improvement Plan.
% of complaints where the Council is at fault	<b>44%</b>	45%	<b>36%</b>	↑	Previously identified improvement actions continue to embed across the Council resulting in improved behaviours and therefore fewer complaints where the Council is found to be at fault.	Quality Monitoring Board continues to meet to identify where improvements can be made.
Digital demand	<b>44%</b>	40%	<b>38%</b>	↓	Reduction can be attributed to lower demand for the Garden Waste service as we move closer to the end of the subscription period. There has been an increase in face to face demand now that TAC box office is available at The Guildhall 5 days per week, and also as a result of increase footfall to the JCP due to the roll-out of Universal Credit in September.	As part of the service redesign work, ensure that digital options are offered to customers wherever possible.
Calls answered	<b>82%</b>	80%	<b>81%</b>	↓	Performance remains on target	No improvement action needed.
Staff absenteeism	<b>0.4 days</b>	0.7 days	<b>0.55 days</b>	↓	Performance remains above target.	Continue to monitor.
Service and system availability	<b>100%</b>	98%	<b>100%</b>	→	Continual pro-active monitoring and maintenance ensures high performance.	Continue as per our service level agreement.
Time taken to pay invoices	<b>11.41 days</b>	30 days	<b>11.53 days</b>	↓	Significantly above target.	No improvement action needed.

Table 4: Corporate Health measures

## Programme Delivery

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Programme	RAG	What do we need to do to improve and by when?
Crematorium	Amber	On track
Customer First	Amber	On track
Housing	Amber	On track
Land and Property	Amber	On track
Leisure	Amber	On track
West Lindsey Growth	Amber	On track
ICT Programme	Amber	On track

Table 5: Programme delivery

## Appendix A: Service Exceptions

### Asset and Facilities Management

The service continues to perform well during period two, exceeding targets for income and voids despite the redevelopment of Roseway rendering the car park out of action and despite a number of recent notices to quit at The Plough. The service is reviewing how voids are marketed and it is expected that this will lead to reductions in the number of voids.

Measure	P1 Perf	P2 Tar	P2 Perf	DoT	What is affecting performance?	What do we need to do to improve and by when?
Planned and responsive maintenance	65% / 35%	70% / 30%	63% / 37%	↓	Below target due to the timing of letting works.	True figure will become more apparent as the year progresses as contracts are let and paid for.
Rental Income – received assets	£123,542	£166,668	£192,532	↑	Voids remain low and upward only RPIs increase income	Current income is outperforming target and is higher than the baseline. No action needed.
Rental Portfolio Voids	2%	12%	8%	↓	There have been a recent spate of notices to quit at the Plough. However, performance still remains above target	Although changes of tenancy are to be expected, there is a need to improve the way that we market our voids. A meeting has been arranged to address this issue and it is expected that performance for this measure will have improved by December 2018.

Table 6: Asset and Facilities Management performance exceptions

### Benefits

Period 2 has seen a real team spirit within the Benefits Team to cover a service that has changed dramatically due to Universal Credit rollouts throughout the district and that is carrying staff vacancies which have proved difficult to cover during peak annual leave periods. The outcome is very good and considering the extra burden that Universal Credit has placed on the LA we are adapting smoothly and quickly to the new workload and partnership working with DWP.

Measure	P1 Perf	P2 Tar	P2 Perf	DoT	What is affecting performance?	What do we need to do to improve and by when?
Claims older than 30 days	22	25	20	↑	Concentrating on the oldest cases has improved the way cases are dealt with meaning performance is now ahead of target.	New claims remain a priority.

Table 7: Housing Benefit and Local Council Tax Support performance exceptions



## Building Control

The service has continued to stay above income target in the last quarter and the restructure is now complete which has provided stability to the team. Market share continues to fluctuate but that should be read in line with fee earning income. Additional commercial services are being taken up by clients as an add on to the building regulations although income is a little lower than anticipated at the half year point. All of the surveyors have now passed the CSCS test/exam and hold current cards for sites in our area that request these. The team has also benefited from some training this quarter from LABC on how to be better than our competitors and an action plan will be put in place to look at implementation of potential changes as a result.

Measure	P1 Perf	P2 Tar	P2 Perf	DoT	What is affecting performance?	What do we need to do to improve and by when?
Cost of the service to the Council	<b>£4,747.80</b>	£18,882	<b>£4,197.03</b>	↑	Significant savings on salaries and income remaining higher than expected means that performance continues to be above target.	All vacancies have now been filled
Total income received	<b>£40,453.07</b>	£72,932	<b>£78,632.44</b>	↑	An increase in applications during July and an unusually high number of applications in August have led to income remaining higher than expected.	No action required

Table 8: Building Control performance exceptions

## Community Safety

Within the Community Safety work area the number of complaints with the South West Ward has reduced in the month of September, following on from a peak in August. The enhanced work of the enforcement officer in relation to early presentation of waste has been recognised as having a positive impact and we are now reviewing how to make this a sustainable resource. There continues to be joint working between agencies to address wider issues and the Council is using its full range of powers to do so.

## Contracts Management and Procurement

During the reporting period, a number of key procurement exercises have been completed. These include ecological works for the Crematorium project; purchase of new cage tipper vehicles; repairs and resurfacing to council car parks, professional services to support digital transformation and work to support the Townscape Heritage Initiative project. Additionally, on-going work along-side Procurement Lincs with team managers has to date secured savings of £98,000 on contract renewals.

Measure	P1 Perf	P2 Tar	P2 Perf	DoT	What is affecting performance?	What do we need to do to improve and by when?
Savings generated through Procurement Lincs	<b>£0</b>	£25,000	<b>£98,000</b>	↑	Procurement Lincs have generated a number of savings on renewal of contracts – insurance, telephony and leisure.	No improvement action needed.

Table 10: Contracts Management and Procurement performance exceptions

## Council Tax and NNDR

The team are in the process of reviewing single person discounts and after issuing letters to 2,047 council taxpayers, 635 reminder notices were issued. An empty property review has also recently commenced with letters being issued to 89 council taxpayers and both of these reviews are currently ongoing. In terms of council tax collection the team have collected an additional £1.4 million at the end of September this year compared to the sum collected at the same time last year. There are also now over 600 customers paying by 12 instalments compared to April 2018.

Measure	P1 Perf	P2 Tar	P2 Perf	DoT	What is affecting performance?	What do we need to do to improve and by when?
Cost of service per property tax base	<b>£3.24</b>	£9.10	<b>£7.32</b>	↓	There has been an increase in budget spend due to legal and court fees. Summons court costs have not yet been recovered and this will affect the actual cost in the next period.	Monthly monitoring of court costs. Court costs are scheduled to be recovered next month.
No of properties on tax base per FTE ratio	<b>5,753</b>	5,000	<b>5,528</b>	↓	A mixture of staff vacancies and maternity leave has affected the direction of travel though performance remains above target.	Recruitment to cover current vacancies has now commenced and the post is expected to be in place by the next period.
Council Tax in year collection rate	<b>24.59%</b>	54.39%	<b>46.32%</b>	↓	Increase in net collectible debit.	Monthly monitoring of collection rates and monthly meetings with Revenues Manager of shared service.

Table 11: Council Tax and NNDR performance exceptions

## Customer Services

We have used the feedback from complaints received to make a number of improvement actions. The Customer Experience Officer continues to work directly with team managers to implement these improvements on a service by service basis. Complaints have fallen over the period though this is to be expected during quieter summer months. Across the Council, a more consistent approach to logging compliments is attributable to the rise in compliments over the period. During period two we have seen a small reduction in digital demand which can be attributed to reduction in demand for the Green Garden Waste Service as we approach then end of the subscription period. It should also be noted that we have seen increases in face to face and telephone activity due to TAC box office now being available at the Guildhall 5 days a week by telephone and by calling to reception and increases in footfall for JCP due to Universal Credit launch in

early September, which has also seen an increase in more vulnerable customers within the reception area, presenting more challenge to staff in terms of being able to deal with these customers. We have also had to deal with additional demands placed on Customer Services by Hemswell Management company work and work carried out in the issuing of fixed penalty notices for early presentation of waste. Work is to commence to move some of this increase demand to digital means, where possible.

Measure	P1 Perf	P2 Tar	P2 Perf	DoT	What is affecting performance?	What do we need to do to improve and by when?
Average days to resolve a complaint	9	21	6.6	↑	The new procedure has had time to embed resulting than a significantly reduced time for resolving complaints. There have also been fewer complaints during the period.	No improvement action needed.

Table 12: Customer Services performance exceptions

## Democratic Services

Over the last reporting period a wide range of Member development events have been held. Topics include Corporate Parenting, Statement of Accounts training, CIL & Neighbourhood Plans, PREVENT, Future Member ICT Provision and the State of District Report. Feedback on the quality and content of the sessions has been extremely positive. The team have also commenced work on the next phase of the roll-out of the Mod.gov system and have initiated a project to look at upgrading equipment in the Council Chamber. Support has been provided to a number of Parish Councils and work has also begun to review the Council's Parish Charter. Thoughts now turn to the development of a Member Induction Training plan in readiness for the elections in May 2019. A number of Civic events have been held including the Council's Civic Service and Armed Forces Day Flag Raising. Council representation was also present at neighbouring authorities' civic services and the National Citizens Service Project was supported.

Measure	P1 Perf	P2 Tar	P2 Perf	DoT	What is affecting performance?	What do we need to do to improve and by when?
Satisfaction with Member training	100%	90%	100%	→	Performance remains above target	No improvement action needed.

Table 13: Democratic Services performance exceptions

## Development Management

Development Management continue to maintain a high level of performance. Determining applications within the statutory periods is well in excess of the performance targets. Whilst the number of appeals allowed as % of overall decisions remains above the target, there has been an increase within the last quarter. This is under internal review by the Planning Management team, to ensure that the quality of decision-making is being maintained to a high level. There has been monthly fluctuation in numbers of applications received, and arising fee income – however, the totals over the period are an increase upon the previous year.

Measure	P1 Perf	P2 Tar	P2 Perf	DoT	What is affecting performance?	What do we need to do to improve and by when?
Non-major planning apps determined within target	100%	80%	99%	↓	Performance remains above target	No improvement action needed.
Appeals allowed as a % of all decisions	0%	5%	2%	↓	Performance remains above target. Of the decisions made during the period, 9 were dismissed and 5 were allowed.	The increase in appeals allowed is under internal review by the Planning Management Team to ensure good quality decision making is maintained to a high level.

Table 14: Development Management performance exceptions

## Economic Development and Town Centre Management

- WLDC have exchanged contracts with Muse so the Development Agreement is now in place;
- Food Enterprise Zone – funding of £2m was approved at the Sept GLLEP Board and now progressing to contracting stage
- Travelodge – the development is in its final stages with a view to open the hotel on 22<sup>nd</sup> October
- The wider work of Market Street Renewal is ongoing. This is a joint venture partnership to refurbish town centre shops with new traditional shop fronts. Three front shops applications have been submitted with one front shop already complete.
- All of the Market Street Renewal flats are now completed (4 in total)
- Made in Gainsborough project (20 Students, 14 of which are doing apprenticeships).
- New Visitor Economy Officer will be developing the ‘Discover Gainsborough ‘brand including a new website, and supporting Visit Lincoln and Love Lincs Wolds brands.
- A Love Lincs Wolds Conference is being held at Market Rasen Race Course on 27th November, this will help shape the next Destination Plan for the Wolds Area.
- THI – we have now appointed a consultant (TDR Heritage) who is delivering the development phase including full building surveys and extensive consultation; the final bid will be submitted in May 19, with a decision expected by Summer 19.
- The Business Rates Policy for the strategic employment sites has been approved and a marketing / promotions plan has commenced including new brochure

## Enforcement

There continues to be a high level of demand across the enforcement work areas. This is believed to be as a result of the effective work that is being undertaken, public confidence in reporting and the level of general activity in relation to planning and housing development. The more proactive approach across the work areas is identifying additional cases and workload. The selective licensing scheme has reduced the level of housing disrepair reports enabling officers to focus on other priority casework and place an onus on landlords and other agencies to resolve some of the matters that are reported. As a result, the number of open cases remains consistent and a business case is being developed to enhance our ability to further this work. The time taken to investigate cases remains at a consistent level and reflects the additional investigative work that is being undertaken in order to formally deal with any offences that have been committed. The

Council continues to effectively licence landlords and 521 have now been licenced which we estimate is 79% of the total. A further 80 applications are in process, which if they all become licensed would increase the total to 90%. The scheme basis was estimated at achieving 85% compliance and with two years remaining this is more than achievable. We continue to seek prosecution and issue civil penalties to those landlords that are unlicensed. In the Planning Enforcement work area timescales for resolving complaints continue to reduce on a monthly basis. The average now stands at 220 days across all cases in year and the monthly average now stands at 147. Efforts have been made to reduce down the number of long term outstanding cases, however the demand within the work area remains consistent and resources are focused on the highest priority cases. In around 50% of cases, the Councils action results in compliance being achieved. There continue to be no successful appeals in relation to enforcement notices.

Measure	P1 Perf	P2 Tar	P2 Perf	DoT	What is affecting performance?	What do we need to do to improve and by when?
% of landlords breaching selective licensing conditions	1%	5%	1%	→	Minimal breach of conditions.	No improvement action needed. Breaches are constantly being monitored via compliance checks.
Housing enforcement requests received	17	80	55	↓	Demand remains consistent and above target on a month by month basis.	No improvement action needed.
Time taken to resolve housing enforcement requests	211.5	90	142	↑	A high number of complex cases	Continue to review and monitor caseload
Time taken to resolve planning enforcement requests	300	150	224	↑	The time taken to resolve cases is consistently improving month to month and this trend is expected to continue.	Continue to focus on quicker case closures
Number of open complaints at month end	48	40	64	↓	There has been a larger caseload than expected during the period due to a combination of annual leave and an increase in enhanced fixed penalty work.	No action needed
% of licensed property in licensing area	73%	85%	77%	↓	The licence process is ongoing and is expected to be above target by year end	No action needed

Table 15: Enforcement performance exceptions

## Financial Services

The Finance Team have secured an unqualified audit opinion based on the external auditors' assessment of the Statement of Accounts and opinion that the organisation has procedures and processes in place to achieve Value for Money. The recruitment to the new Finance and Business Support Team structure is underway.

Measure	P1 Perf	P2 Tar	P2 Perf	DoT	What is affecting performance?	What do we need to do to improve and by when?
Return on the Council's capital investment	<b>1.38%</b>	1%	<b>1.57%</b>	↑	Longer term investment and slight increases in investment rates due to an increase in the base rate.	No improvement action needed
Overall budget forecast outturn	<b>N/A</b>	0%	<b>0.31%</b>	-	Budget surplus of 0.31%	No improvement action needed
Time taken to pay invoices	<b>11.41 days</b>	30 days	<b>11.53 days</b>	↓	Performance remains above target	No improvement action needed

Table 16: Financial Services performance exceptions

## Garden Waste

Uptake of subscriptions has out-performed initial estimates, this has put pressure on operational and administration teams but both have coped well. There have been very few complaints and the project delivery overall is viewed as a success. Officers are now concentrating on Year 2 implementation.

Measure	P1 Perf	P2 Tar	P2 Perf	DoT	What is affecting performance?	What do we need to do to improve and by when?
Subscription take-up	<b>53%</b>	50%	<b>58.3%</b>	↑	Take-up continues to remain above target. Nettleham is the ward with the highest take up at 76.2% whilst Gainsborough South-West has the lowest at 11.9%	Continue to monitor.
Chargeable bins (cumulative)	<b>24,801</b>	21,651	<b>25,910</b>	↓	Cumulative performance remains above target though, as expected, the number of bins sold during this period has decreased.	Continue to monitor.

Table 17: Garden Waste performance exceptions

## Healthy District

The new leisure contract was implemented in June 2018 and West Lindsey Leisure Centre is currently undergoing a scheme of refurbishment. This has led to some challenges as the centre has remained open whilst the works are ongoing, resulting in a small dip in customer satisfaction. This, however, is still above target. Under the new contract the Council no longer subsidises leisure provision and will receive an income from year 2 of the contract. Users have responded well to the new health and wellbeing hub which is attracting significantly increased numbers. There was a successful open day held on the 15<sup>th</sup> September hosted by Colin Jackson.

Measure	P1 Perf	P2 Tar	P2 Perf	DoT	What is affecting performance?	What do we need to do to improve and by when?
New participants at WL leisure centres	467	800	1,129	↑	There has been a significant increase in numbers of new users during the period due to a combination of increased marketing, an attractive programme of activities and the refurbished centre in Gainsborough.	Continue to monitor
Customer satisfaction with WL leisure centres	96%	90%	95%	↓	Whilst satisfaction remains higher than the target, the slight drop can be attributed to the ongoing refurbishment work.	Continue to monitor

Table 18: Healthy District performance exceptions

## Home Choices

Housing associations are becoming very difficult to accept persons in to and we are seeing a higher number of people with complex needs where there are no agencies that are able to meet these people's needs. This therefore requires extensive work from multiple agencies but with outcomes still not being achieved. There are ongoing difficulties with the temporary accommodation on Cross Street but the Home Choices team have introduced a system that means households have stricter rules imposed in order to help them to move on. This means households are having more meetings with case officers, more updates on their plans to move on and sign off for B&B use so that nobody going into B&B accommodation should be there without an exit plan.

Measure	P1 Perf	P2 Tar	P2 Perf	DoT	What is affecting performance?	What do we need to do to improve and by when?
Temporary accommodation usage	15	24	23	↑	Performance is now above target	No improvement action needed. Continue to monitor.
Bed and Breakfast nights	89	0	85	↑	Difficult households with complex needs requiring multi-agency intervention.	All options are being explored to ensure the right help is given to households with complex needs.
Ave length of stay in temp accommodation	20	28	18	↑	Waterloo Housing delayed move on dates for persons in temporary accommodation and then refused accommodation at the final hurdle which caused lengthy delays in September.	Continue to monitor.

Table 19: Home Choices performance exceptions

## Housing

The level of satisfaction in regards to Disabled Facilities Grants remains at 100%, which demonstrates the effectiveness and customer focus of the service being delivered. The average spend for DFGs has gradually crept up over the last 12-18 months reflecting increased contractor costs, which are being aligned through a countywide procurement process. Alongside this the number of referrals remains consistent and the available budget is scheduled to be spent in year. The



number of long term empty homes remains consistent, however has reduced slightly. The focus of empty homes work on those properties that are causing the largest impact and the formal action taken to address these can take some time to complete. We continue to proactively work with property owners and the revised Housing Assistance Policy has proved popular and has resulted in a number of grant applications being made since it was introduced in July 2018. This should increase the performance in regards to our specific interventions as the year progresses.

Measure	P1 Perf	P2 Tar	P2 Perf	DoT	What is affecting performance?	What do we need to do to improve and by when?
Average cost of DFGs	£9,864	£4,000	£7,259	↑	There is a county wide review of pricing underway to address increased contractor costs.	No action needed

Table 20: Housing performance exceptions

## IT and Systems Development

Over the last quarter we have successfully migrated our Exchange Server (Emails) to the cloud. Continual development to start moving our Microsoft Office environment to the cloud is underway. The next major system to be migrated will be SharePoint, with an estimated delivery date of January 2019. The measures continue to exceed our targets across all areas, and continual monitoring and management help us achieve this

Measure	P1 Perf	P2 Tar	P2 Perf	DoT	What is affecting performance?	What do we need to do to improve and by when?
LLPG Standard	Gold	National Standard	Gold	→	The criteria has been met and it is now a case of constant management to ensure performance is maintained.	N/A
Website Availability	100%	98%	100%	→	Improved hosting arrangement, which we will continue to monitor.	N/A
Online customers signing up to self service accounts	2,082	800	1,102	↓	Excellent customer engagement and promotion. We will continue with the digital agenda.	N/A
Electronic forms completed/submitted on the website	9,858	4,000	10,357	↑	Excellent customer engagement and promotion. We will continue with the digital agenda.	N/A
Number of system development requests dealt with	84%	75%	87%	↑	Good work plan management with continual assessment and ensuring detailed specifications of work packages	N/A

Table 21: IT and Systems Development performance exceptions



## Licensing

Licensing income along with the number of applications received has exceeded the target set for period two overall, whilst maintaining the target set for the processing of applications also. Considerable amount of resource was required for the preparation, review, consultation and publishing of the Gambling Policy, which has been approved by the Licensing Committee and awaiting formal adoption by Council at the November meeting.

Measure	P1 Perf	P2 Tar	P2 Perf	DoT	What is affecting performance?	What do we need to do to improve and by when?
Income received	£19,800	£37,600	£51,851	↑	Income continues to exceed expected levels	No improvement action needed
Number of licencing applications received	147	240	299	↑	The number of received applications continues to exceed expected levels	No improvement action needed

Table 22: Licensing performance exceptions

## Local Land Charges

The service has experienced an increase in caseload during the period, as well as an increase in the complexity of cases. This, coupled with a reduction in resources within the team has led to an increase in time taken to process searches. The team has utilised an apprentice to assist with the administrative side of Local Land Charges, enabling staff to focus on processing searches. However, this additional resource is only on a temporary basis and the intention is to review the level of resource required within the team going forward.

Measure	P1 Perf	P2 Tar	P2 Perf	DoT	What is affecting performance?	What do we need to do to improve and by when?
Local Land Charges searches received	440	772	924	↑	This measure is determined by the property market. It is anticipated that performance will even out over the year.	No improvement action necessary.
Time taken to process a search	6.78	8	11.32	↓	There has been an increase in the number of cases, as well as an increase in the complexity of cases. In addition, there has been a reduction of resources within the team.	The team has secured the assistance of an apprentice on a temporary basis to focus on administrative work. This will allow the rest of the team to focus on searches.

Table 23: Local Land Charges performance exceptions

## Markets

Gainsborough Market continues to underperform against targets, stall take up by traders has been constant throughout period two and has stayed in-line with period one, however take up of stalls in September has seen a decrease due to adverse weather conditions. There has been a small reduction of traders on both the Saturday and Tuesday market due to traders giving notice. A report recommending in-house led efficiency savings which would also allow the market to potentially grow was heard by Members in Dec 2017, no final decision was made, further clarity around options is required and further options are to be

viewed. There have been two events in the market place, one in June WW1 Centenary Event and one in July the Gainsborough Beech Event, both events help support the local community and the Gainsborough Market and both events were well attended.

Measure	P1 Perf	P2 Tar	P2 Perf	DoT	What is affecting performance?	What do we need to do to improve and by when?
Ave number of stalls on a Tuesday	40	60	38	↓	A period of adverse weather during September led to a reduction in stalls which has had a negative effect on the overall figure for period 2. There has also been an increase in traders giving notice.	An ongoing markets review and options appraisal is currently underway. Efficiency savings are being identified through delivery of operational changes.
Average number of stalls on a Saturday	16	20	15	↓	A period of adverse weather during September led to a reduction in stalls which has had a negative effect on the overall figure for period 2. There has also been an increase in traders giving notice.	An ongoing markets review and options appraisal is currently underway. Efficiency savings are being identified through delivery of operational changes.

Table 24: Markets performance exceptions

## Regulatory Services

A briefing note on Food Safety was submitted to Prosperous Communities Committee in July following on from period one of Progress and Delivery. This provided additional information in relation to the overall work being undertaken in regards to food inspections. The number of food hygiene inspections continues to be lower than the scheduled target. Alongside the formal inspections an average of nine other proactive visits are being undertaken within each month addressing matters that relate to food hygiene, these are not recorded in the overall figure. The recently completed audit into Environmental Protection, Food Safety and Health and Safety has identified that the recording of the performance within these work areas needs to be reviewed to ensure that a true reflection of the service delivered is demonstrated. This work is underway, with a performance workshop facilitated by the Performance and Programmes Team scheduled to take place in November. This will result in revised measures and targets being in place for 2019/20. The overall rate of broadly compliant food premises remains at 97%.

Measure	P1 Perf	P2 Tar	P2 Perf	DoT	What is affecting performance?	What do we need to do to improve and by when?
No of registered food premises receiving a proactive inspection as per FSA standards	43	120	77	↑	Ability to meet the FSA target is impacted by available resource.	Additional report submitted to CP&R Committee outlining the challenges faced.
% food premises rated 3* or above	97%	94%	97%	→	No issues noted.	No improvement action needed.

Table 25: Regulatory Services performance exceptions

## Street Cleansing

Performance throughout the Street Cleansing service is within the parameters set at the beginning of the year despite some challenges. Street cleansing costs per household remain the second lowest of all authorities benchmarked through APSE, however there will be challenges with increasing wage rises and fuel costs. The service continues to have strong links with communities and The Great British Spring Clean that took place during period one has helped to engage communities in further litter picks during period two. Whilst there has been a downturn in income generation work, weed spraying income is expected to increase this year by 100% to £18,000 due to an increase in sprays to be completed. West Lindsey District Council Schedule 4 EPA 1990 scheme was introduced in August 2018 to help keep communities free of abandoned shopping trolleys. This has generated an income of £2,850 in period two, and the number of abandoned shopping trolleys has decreased by 70%. The street cleansing service continues to strive to deliver an excellent service to its stakeholders and again for period two compliments far exceed complaints.

## Trinity Arts Centre

There has been a change in management at Trinity Arts Centre during this period. A review of finances and business operations has been undertaken as a result which has led to improved models of working, forecasting and costing. As a result of this, the venue has seen a significant rise in secondary sales and improved programming. We are improving accessibility to include relaxed performances for people with additional needs such as autism and dementia. This has been well received by customers with the first planned relaxed screening already at 50% capacity. A recent rebranding exercise has helped to improve the perception of Trinity Arts Centre which is now beginning to be recognised and respected as a quality regional theatre. This has helped to attract new audiences. Going forward, the new finance and contract model will result in a far better return than in previous periods.

Measure	P1 Perf	P2 Tar	P2 Perf	DoT	What is affecting performance?	What do we need to do to improve and by when?
Cost of TAC per user	<b>£4.16</b>	£5.50	<b>£4.51</b>	↓	Better and improved cost management	Continue to roll out improvements across the operations.
Received surplus	<b>£14,165</b>	£14,000	<b>£22,220</b>	↑	Fewer events but a new pricing structure has helped to bridge the gap and maximise on secondary sales.	Continue to roll out improvements across the front of house, back of house and in programming to ensure the venue is building a healthy surplus.

Table 26: Trinity Arts Centre performance exceptions

## Waste Collection

Performance is within the parameters set at the beginning of the year, despite challenges such as a charge being implemented on the green waste service. The recycling rate is over 50%, which is lower than this time last year but was expected to drop due to the implementation of a chargeable green waste service. Residual waste collected has balanced out and is reducing slightly due to more vigilance from crews on the ground rejecting bins that are contaminated, Whilst other authorities are seeing a rise in residual waste, West Lindsey's smaller than average residual bins encourage recycling. Missed collections are exceeding targets along with bins collected within the SLA's, both of these are due to improved methods of communication between supervisors and the crews. The cost

of service is now almost £20 cheaper than last year. With rising wages and fuel costs, this is an excellent achievement, especially when benchmarked against other similar authorities. Commercial Waste continues to outperform predictions and this has brought in considerable income of over £20k per month. Compliments are increasing and complaints are dropping due to the new reporting systems but this now reflects what an excellent service that the customers receive.

Measure	P1 Perf	P2 Tar	P2 Perf	DoT	What is affecting performance?	What do we need to do to improve and by when?
Trade waste income	<b>£42,307</b>	£76,000	<b>£98,605.01</b>	↑	Performance is above target	No improvement actions needed.
Cost of service per household	<b>£28.28</b>	£45.37	<b>£27.56</b>	↑	The introduction of a chargeable green waste service brings down the cost of service per HH.	No improvement action needed.

*Table 27: Waste Collection performance exceptions*

**Appendix A - Additional information requested in relation to enforcement timescales.**

	<b>Table 1: Planning Enforcement Information</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Avg. to date</b>	<b>17/18 Avg.</b>
<b>1</b>	No. of open cases	135	132	123	115	126	127	123	125	129
<b>2</b>	No of High Impact	18	18	18	17	18	19	20	18	16
<b>3</b>	No of Medium Impact	85	90	89	83	85	77	73	83	35
<b>4</b>	No of Low Impact	32	24	16	15	23	31	30	24	77
<b>5</b>	No of cases received	16	26	23	22	26	25	25	23	231 total
<b>6</b>	No of cases closed	50	29	32	30	15	24	29	30	210 total
<b>7</b>	% where initial response provided within 20 working days		56	77	75	59	54	60	64	n/a
<b>8</b>	% closed where WLDC action resulted in compliance	50	38	44	27	46	17	32	36	33
<b>9</b>	Av. No of days to determine case (in calendar month)	354	138	249	180	158	147	192	n/a	184
<b>10</b>	Av. No of days to determine case in year to date	354	246	247	230	215	204	202	n/a	185

Notes on table 1:

- a) The number of cases closed to date in 18/19 is 209. There were a total of 210 cases closed across the whole of 18/18.
- b) In April of 2018 50 cases were closed in month, which resulted in the increased figure for average number of days taken.
- c) A concerted effort has been made to close cases, however the number of reports is consistent and continual.
- d) The trend across the average number of days is reducing, however given that it includes ongoing complex cases it is difficult to predict or work towards a target.

**Challenges Moving Forward – Planning Enforcement**

1. Commitment has been made to undertake a review of the performance measures as it is not felt that they reflect the actual provision of service within the work area.
2. The investigation of high impact or complex cases is resource intensive and these are recorded within the overall measure. For example, in September 2018 24 cases were closed. 10 of these were long standing and had been open since 2016. If these cases were not included within the measures, the remaining 14 cases were closed in average of 86 days.

3. Complex and high impact cases are the focus of officers. We are investigating on average 16 of these cases per month, alongside the other 100 or so cases that are being opened, closed or investigated. As the current policy requires us to investigate all reports officers balance work demands based on priority, which inevitable will result in longer timescales for lower priority cases.
4. Advice would be appreciated as to how long standing cases, where time periods are often out of the hands of investigating officers (for example, when an enforcement notice is appealed at the planning inspectorate).

	<b>Table 2: Housing Enforcement Information</b>	<b>Apr</b>	<b>May</b>	<b>Jun</b>	<b>Jul</b>	<b>Aug</b>	<b>Sep</b>	<b>Oct</b>	<b>Avg. to date</b>	<b>17/18 Avg.</b>
<b>1</b>	No of open housing enforcement cases	84	89	80	77	85	83	93	84	94
<b>2</b>	No of housing enforcement requests received	3	14	15	17	9	14	21	93 total	210 total
<b>3</b>	No of cases closed	23	13	8	13	9	23	10	14	15
<b>4</b>	Av. No of days to determine case (in calendar month)	251	167	67	111	104	217	192	n/a	145
<b>5</b>	Av. No of days to determine case in year to date	251	172	145	137	133	154	158	n/a	164
<b>6</b>	No of properties in PRS where conditions have been improved	14	11	2	7	3	7	5	49 total	68

Notes on table 2:

- a) The number of requests received for housing enforcement has reduced generally. There has been a 50% decrease within the South West Ward compared to this time last year.
- b) The average number of days to determine cases is not expected to be greater than that of 17/18, however is unlikely to fall under the 90 day target.
- c) A concerted effort has been made to close any long standing cases.

### **Challenges Moving Forward – Housing Enforcement**

1. Attaching a performance measure or target timescale to a case, whilst providing information, is not necessarily meaningful. Sometimes, cases take a long time for various reasons and officers work towards achieving the right outcome rather than achieving the timescale.
2. The type of case that officers are dealing with are often high risk and have multiple factors. Our ability to resolve these quickly is determined by many things, some of which are outside of our control.
3. Measures such as point 6 in table 6 show an actual outcome. This is a measure not seen within the progress and delivery report.



**Prosperous Communities  
Committee**

**4 December 2018**

**Subject: Joint Municipal Waste Management Strategy for Lincolnshire**

Report by:

Executive Director Operations and Head of Paid Service

Contact Officer:

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Purpose / Summary:

For Members to endorse a refreshed Joint Municipal Waste Management Strategy for Lincolnshire

**RECOMMENDATION(S):**

That Prosperous Communities Committee endorse the proposed Joint Municipal Waste Management Strategy (JMWMS), attached as Appendix 1, subject to the Strategy, in the same form being formally adopted by Lincolnshire County Council as Waste Disposal Authority and all the other Waste Collection Authorities in Lincolnshire.

## IMPLICATIONS

**Legal:** Under the Waste and Emissions Trading Act 2003, authorities in two-tier areas have a duty to have a JMWMS. This allows Waste Collection Authorities (WCA) and Waste Disposal Authorities (WDA) to work together in deciding how they will manage municipal waste in their area.

**Financial :** FIN/146/19 None at this time

**Staffing :** HR070-9-18 None at this time

**Equality and Diversity including Human Rights:** An Equality Impact Assessment is included at Appendix 3. This was undertaken by Lincolnshire County Council in their role as lead body for the Strategy.

**Risk Assessment/ Mitigating Action:** Members fail to adopt Strategy/full information given to Members. Involvement in consultation process, changes following consultation feedback.

**Climate Related Risks and Opportunities:** The revised Strategy fully considers current and future environmental issues. A Strategic Environmental Assessment accompanies this document at Appendix 2.

**Title and Location of any Background Papers used in the preparation of this report:**

Wherever possible please provide a hyperlink to the background paper/s  
If a document is confidential and not for public viewing it should not be listed.

### Call in and Urgency:

**Is the decision one which Rule 14.7 of the Scrutiny Procedure Rules apply?**

i.e. is the report exempt from being called in due to urgency (in consultation with C&I chairman)

Yes

No

### Key Decision:

A matter which affects two or more wards, or has significant financial implications

Yes

No



## **1. Purpose of report**

- 1.1 The Joint Municipal Waste Management Strategy (JMWMS) for Lincolnshire is a statutory document that sets out a 10-year plan for the management of household waste in Lincolnshire.
- 1.2 It comprises of shared actions and challenging targets for the recovery and recycling of waste.
- 1.3 This new version has been revised in line with consultation feedback, including from this Council.
- 1.4 The revised draft was endorsed by the Lincolnshire Waste Partnership (LWP) on 10<sup>th</sup> September 2018, subject to minor modifications, with the recommendation that each partner council now formally adopts this JMWMS.

## **2. Consultation**

- 2.1 A new draft Strategy was the subject of public consultation between April and July, the responses received from the public and other stakeholders can be found within the appendices to the strategy document.
- 2.2 There was general agreement with the Vision for the Strategy and also that the Objectives should help deliver the Vision.
- 2.3 On May 1, a well-attended Strategy workshop was held at the Guildhall which was hosted by the Portfolio Holder at Lincolnshire County Council, Cllr Eddie Poll.
- 2.4 Members also considered the document at the Prosperous Communities Committee meeting in June, the Strategic Manager Services submitted the formal response from West Lindsey which included comments that the document needed an accompanying Action Plan and that the Objectives were not 'SMART' enough.
- 2.5 Full consultation feedback can be found at Appendices B and C of the Strategy document.
- 2.6 The Lincolnshire Waste Partnership is now commending the revised Strategy document to the Council for adoption, having made amendments to the draft in response to public consultation.

## **3. The Strategy Document**

- 3.1 The current strategy was adopted in 2008 and is due for a refresh.
- 3.2 Lincolnshire County Council as the Waste Disposal Authority has a duty to have a current strategy in place.

3.3 The document sets out how the eight Local Authorities and the Environment Agency will protect the environment by delivering sustainable waste management services in coming years. The strategy has been developed collaboratively through Member workshops and Officer Working Groups and includes a Vision;

***“To seek the best environmental option to provide innovative, customer-friendly waste management solutions that give value for money to Lincolnshire.”***

3.4 In order to work towards this vision, the Partnership have developed and agreed a set of high-level objectives. The ten objectives, generated at the July 2017 workshops and, where stated, refined through the consultation feedback, are as follows;

<b>Objective 1.</b>	<b>To improve the quality and therefore commercial value of our recycling stream.</b>
This ties in with the EU and UK government commitments to move away from a "make, use, dispose" model towards a more circular economy.	
<b>Objective 2.</b>	<b>To move towards a common set of recycling materials.</b>
The UK government have expressed the view that the large number of different systems cause public confusion, and thus hamper people's ability to put the right things into recycling collections. <b>Consultation:</b> <i>This received considerable support and, in the light of feedback received, it has been strengthened by the removal of the word "consider".</i>	
<b>Objective 3.</b>	<b>To consider the introduction of separate food waste collections where technically, environmentally and economically practicable.</b>
The EU and UK government support food waste collections. <b>Consultation:</b> <i>Responses were divided as to whether this was a good idea. Supporters pointed out the environmental benefits, whilst others raised practical issues. The addition of "where practicable" allows for these concerns to be addressed, including through the undertaking of trial collections.</i>	
<b>Objective 4.</b>	<b>To explore new opportunities of promoting waste minimisation and of using all waste as a resource in accordance with the waste hierarchy.</b>
The waste hierarchy remains a key driver. This "promoting" will include both communicating with the public and lobbying of government and manufacturers for changes to the wider picture. <b>Consultation:</b> <i>In line with responses, specific reference is now made to waste minimisation.</i>	
<b>Objective 5.</b>	<b>To contribute to the UK recycling targets of 50% by 2020 and 55% by 2025.</b>

Whilst it could be argued that recycling rate is not a true reflection of environmental performance, it remains the headline measure both at UK and at EU level.  
**Update:** *The EU Circular Economy Package has introduced longer-term targets and we will need to respond to how these are featured in Defra's new Resources and Waste Strategy.*

<b>Objective 6.</b>	<b>To find the most appropriate ways to measure our environmental performance, and set appropriate targets.</b>
This will allow us to set targets which address progress towards our objectives rather than just chasing targets for their own sake.	

<b>Objective 7.</b>	<b>To seek to reduce our carbon footprint.</b>
This is a key way to measure the overall environmental impact of the services which we provide. <b>Consultation:</b> <i>This was strongly supported, particularly if it allows us to measure the impact of transportation.</i>	

<b>Objective 8.</b>	<b>To make an objective assessment of what further waste processing/disposal capacity is required and, as necessary, secure appropriate capacity.</b>
Forecasts are that we will continue to see considerable waste growth, and we need to ensure we have sufficient capacity to handle it in the best way possible. <b>Consultation:</b> <i>In line with feedback, this has been expanded to include all waste streams rather than just residual (i.e. non-recycled) waste.</i>	

<b>Objective 9.</b>	<b>To regularly review the LWP governance model in order to provide the best opportunity to bring closer integration and the implementation of the objectives set by the strategy.</b>
Whilst the LWP consists of a number of separate authorities, it is essential that we seek ways to work together to achieve the best outcomes for the people of Lincolnshire as a whole.	

<b>Objective 10.</b>	<b>To consider appropriate innovative solutions in the delivery of our waste management services.</b>
It is important not to be held back by sticking with existing practices where something new could improve things.	

3.5 The Strategy now contains an Action Plan (Appendix D of the Strategy paper), which identifies five core actions which will support delivery of the Objectives.

1. Strategic Review of Kerbside Mixed Dry Recycling Collection and Disposal
2. Food Waste Trial

3. Strategic Review of Options for Continuous Improvement for Waste Collection and Disposal Arrangements in Lincolnshire
  4. Location of additional processing/disposal sites
  5. Choosing performance indicators appropriate to measure environmental performance.
- 3.6 The Strategy is accompanied by a Strategic Environmental Assessment as required by legislation, this can be found at Appendix 2
- 3.7 The Strategy is also accompanied by an Equalities Impact Assessment at appendix 3.
- 3.8 It is proposed to review the Strategy on an annual basis.

#### **4. Conclusion**

- 4.1 This refreshed strategy has been worked on by Members and Officers, has been through a thorough and inclusive consultation stage and changes have been made following feedback. The strategy has been adopted by Lincolnshire Waste Partnership and the document is now ready for formal adoption by all local authorities in Lincolnshire.
- 4.2 There is no part of the strategy which can enforce service level change on this Council.



# Waste Strategy for Lincolnshire

Lincolnshire Waste Partnership 2018





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## Foreword

### **By Chair and Vice Chair on behalf of the Lincolnshire Waste Partnership**

*Welcome and thank you for your interest in Lincolnshire Waste Partnership's waste management strategy for Lincolnshire.*

*It is clear the cost of waste collection and disposal in the county will increase over the coming years, a fact that led all eight partner agencies to come together and work towards a sustainable strategy for today and for the future.*

*The LWP consulted the public on the strategy and it has now been formally adopted. It is aimed at keeping those expected cost increases to a minimum, while safeguarding our environment and making the best use of the resources available to us.*

*However, it is not just local action that is needed to make a difference. The strategy includes plans to lobby for changes to current legislation, particularly around food packaging.*

*Where we can't reduce waste or recycle it, we need to use it as a resource in itself – to create energy – and the waste partnership will work with other organisations to make sure we can do this as efficiently and economically as possible.*

*The joint strategy has been put together with the help and hard work of councillors and officers from the partner councils and with input from the public.*

*But this is just the beginning of our work. It is a plan of action for the LWP to follow, but with the flexibility required to make it possible for all of us to improve and develop our waste reduction, recycling and disposal efforts.*



# 1 Summary

This Joint Municipal Waste Management Strategy (JMWMS) for Lincolnshire sets out how the members of the Lincolnshire Waste Partnership (LWP) will work in partnership to protect the environment by delivering sustainable waste management services and to establish best value waste management practices for the benefit of Lincolnshire.

The Lincolnshire Waste Partnership's vision for this Strategy is:

***“To seek the best environmental option to provide innovative, customer-friendly waste management solutions that give value for money to Lincolnshire.”***

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## 1.1 This version of the Strategy

This final version of the Strategy has been prepared and revised in discussion with the members of the Lincolnshire Waste Partnership (LWP). It takes into account feedback received during a period of public consultation undertaken between April and July 2018.

In addition to the endorsement of the LWP as a body, each partner council has adopted this JMWMS through its own formal processes.

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## 1.2 Layout of the document

In addition to this summary, the Strategy includes the following chapters.

### 2. Introduction

Gives more detailed background information about why we need a new Strategy.

### 3. What are the key legislative drivers?

Background information which has been taken into account in shaping the Strategy.

### 4. How has the strategy been developed?

Details of the process followed to develop this Strategy.

### 5. Where are we today?

An assessment of the Partnership's current services and future needs.

### 6. What are we aiming for?

Our vision and objectives for what we want to achieve.

### 7. How will we get there?

Sets out the types of action identified to fulfil our objectives – These will be expanded upon in further detail in a separate Action Plan to be updated annually.

### 8. The next steps: Monitoring, implementing and reviewing the strategy

How we will check that we are fulfilling our objectives.

This document also includes a number of appendices which give further explanatory details to support the main text. One of these, Appendix D, is the initial Action Plan setting out the work which the LWP will undertake to move forwards with the objectives of this Strategy. As stated elsewhere, the Action Plan will be reviewed annually to ensure that it remains up to date.

### 1.3 Where are we today? (see Chapter 5)

In order to consider what we would like to achieve and how we might do so, it is important to establish where we are starting from. Chapter 5 sets out detailed information, including:

- An analysis of the nature and performance of existing services;
- The impact of any service changes already firmly planned (if any);
- Projections of future waste quantities; and
- The impact of changes in waste quantities on overall performance if no changes, other than those already firmly planned, are introduced.

This information makes it clear that, whilst we have achieved a lot in recent years, we now face a number of challenges, such as:

- A growing population producing more waste each year;
- Funding from central government decreasing each year;
- A falling recycling rate locally and a stalled rate nationally, whilst the national government is committing to higher targets set by the EU;
- Waste going into the wrong bin – A quarter of what we receive in our recycling collections is not recyclable, whilst a quarter of what we receive in our general waste collections is actually recyclable; and
- Volatile markets for recyclable materials.

### 1.4 What are we aiming for? (see Chapter 6)

In order to work towards our vision, the Partnership has developed and agreed a set of high-level objectives, which are key drivers for the delivery of this strategy. In line with the vision, each of these objectives is to be considered in the light of the Partnership’s shared values that:

***All Objectives should ensure that services provided under the Strategy represent the best possible environmental option which gives value for money for Lincolnshire residents.***

The ten objectives are as follows:

<b>Objective 1.</b>	To improve the quality and therefore commercial value of our recycling stream.
<b>Objective 2.</b>	To move towards a common set of recycling materials.

<b>Objective 3.</b>	To consider the introduction of separate food waste collections where technically, environmentally and economically practicable.
<b>Objective 4.</b>	To explore new opportunities of promoting waste minimisation and of using all waste as a resource in accordance with the waste hierarchy.
<b>Objective 5.</b>	To contribute to the UK recycling targets of 50% by 2020 and 55% by 2025.
<b>Objective 6.</b>	To find the most appropriate ways to measure our environmental performance, and set appropriate targets.
<b>Objective 7.</b>	To seek to reduce our carbon footprint.
<b>Objective 8.</b>	To make an objective assessment of what further waste processing/disposal capacity is required and, as necessary, secure appropriate capacity.
<b>Objective 9.</b>	To regularly review the LWP governance model in order to provide the best opportunity to bring closer integration and the implementation of the objectives set by the strategy.
<b>Objective 10.</b>	To consider appropriate innovative solutions in the delivery of our waste management services.

## 1.5 How will we get there? (see Chapters 7 & 8)

In order to achieve these objectives, this Strategy is accompanied by a separate Action Plan, the initial version of which is attached as Appendix D, detailing what will be done when and by whom. The Action Plan will be reviewed and revised annually to ensure that it remains up to date and addresses any new challenges arising during the lifetime of the Strategy.

Chapter 7 sets out some of the themes which are reflected in the action plan:

- **Seeing the wider picture** (see section 7.1)
  - Developing links with other local authorities
  - Engaging with the commercial sector
  - Addressing any waste processing capacity gaps
- **Balancing economic and environmental benefits** (see section 7.2)
  - Ensuring value for money
  - Caring for the environment
  - Finding the balance in practice
- **Reviewing what we collect and how** (see section 7.3)
- **Getting our messages across** (see section 7.4)
  - To those living in Lincolnshire – e.g. What to put in which bin
  - To the national government – Influencing national strategy and policy to tie in with our own
  - To other stakeholders – Parish Councils, Environment Agency, etc.
  - To the commercial sector – To waste producers and waste businesses

Chapter 7 also summarises (see section 7.5) each of the key workstreams which are included in the Action Plan.

We will also (as detailed in Chapter 8) ensure that we keep working to achieve our objectives throughout the lifetime of this Strategy. This will include:

- **Monitoring the strategy** (see section 8.1) – Measuring our performance both in existing ways (such as recycling percentages) and in new ways which better reflect how we are doing compared to our strategic objectives.
- **Implementing the strategy** (see section 8.2) – Ensuring that our work is:
  - Appropriately funded,
  - Done in partnership across the members of the LWP, and
  - Properly focussed through the use of an action plan.
- **Reviewing the strategy** (see section 8.3) – This will, in line with government guidance, happen at least every five years, and will also need to react to changing circumstances such as the UK's departure from the European Union.

## 2 Introduction

### 2.1 Background

The Lincolnshire Waste Partnership (LWP) brings together the public bodies within Lincolnshire responsible for collection and disposal of waste, including:

- Seven Waste Collection Authorities (WCA's) – Boston Borough Council, City of Lincoln Council, East Lindsey District Council, North Kesteven District Council, South Holland District Council, South Kesteven District Council and West Lindsey District Council;
- One Waste Disposal Authority (WDA) – Lincolnshire County Council; and
- One Waste Regulatory Authority – The Environment Agency.

This Joint Municipal Waste Management Strategy (JMWMS) provides a strategic framework through which the partners of the LWP can express their shared vision and strategic objectives for the handling of municipal waste. Furthermore, it meets the requirements of the Waste and Emissions Trading Act 2003 to have such a joint strategy.

The LWP's previous Strategy was adopted in 2008, necessitating this review. This new Strategy has been developed as a joint venture between the WDA and the WCA's, with significant commitment from all members of the LWP in order to arrive at a genuinely shared vision and future strategy.

In addition to this main Strategy document, the JMWMS process has produced:

- A Strategic Environmental Assessment (SEA), as required under the Environmental Assessment of Plans and Programmes Regulations 2004. The SEA provides a thorough environmental assessment of a number of scenarios which can deliver the objectives set by the strategy. In accordance with Government guidance, the SEA process, including the preparation of an Environmental Report, has been conducted at the same time as developing the Strategy; and
- An Action Plan of work to be undertaken to move towards the objectives identified in the Strategy. The intention is to update the Action Plan annually for the lifetime of this Strategy.

The initial Action Plan is attached as Appendix D to this document. The SEA Environmental Report is available from the JMWMS web page<sup>1</sup>.

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### 2.2 Scope and context

In developing this Strategy, a balance has been sought between reducing costs and "doing the right thing" environmentally. "Doing the right thing" (ideally the "best" thing) involves reference to a number of key documents.

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<sup>1</sup> <https://www.lincolnshire.gov.uk/recycle-for-lincolnshire/waste-strategy-for-lincolnshire/>

### 2.2.1 The Waste Hierarchy

Article 4 of the revised EU Waste Framework Directive lays down a five-step hierarchy of waste management options which must be applied by Member States in this priority order. In order of preference, these options are shown below in Figure 2-1.

**Figure 2-1 The Waste Hierarchy**



The Waste Hierarchy helps to encourage a change in thinking so that waste is considered as a resource to be made use of, with disposal being the last resort.

Regulation 12 of the Waste (England and Wales) Regulations 2012 asserts the need for us to consider the Waste Hierarchy in choosing how to handle all our waste streams, so this directs the principles under which our Strategy must be written.

It should also be noted that the most preferred options are to prevent things from becoming waste in the first place, or to make it possible to reuse them. This is reflected in our Objective 4 which has now, as described in Section 6.1, been expanded to specifically mention waste minimisation.

### 2.2.2 UK Policy and Legislation on Waste

This includes the following, further details of which are given in section 3.2 of this Strategy:

- Waste Management Plan for England (2013)
- 25 Year Environment Plan (January 2018)
- Resources and Waste Strategy (due during 2018)

### 2.2.3 Lincolnshire's Previous Waste Strategy (2008)

Lincolnshire’s previous Waste Strategy identified 10 key objectives. Considerable progress has been made on these over the last decade, including:

Objective 5	To increase progressively the recovery and diversion of biodegradable waste from landfill, to meet and exceed the Landfill Directive diversion targets.
Objective 6	To ensure that residual waste treatment supports energy recovery and other practices higher up the waste hierarchy.

Through the building of the new Energy from Waste (EfW) facility in Hykeham, which began receiving waste in 2013, we now send less than 5% of our waste to landfill. This reduced our landfill tonnage so much that we achieved our 2020 Landfill Directive diversion target as soon as the EfW was in full operation, and we have continued to achieve that target in every year since then.



Our EfW facility also ensures that our residual waste is treated higher up the waste hierarchy than landfill.

Objective 7	To deliver best value for money waste management services, addressed on a countywide basis.
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The lifetime of our 2008 Strategy has coincided with a period of unprecedented cuts to the funding which local authorities receive from national government. The LWP authorities have achieved large budget savings during this time, but have continued to provide a high level of service to the public.

Whilst our previous objectives were considered in developing this new Strategy, it is important to note that:

- Some of those objectives have already met – e.g. Objective 5 as described above.
- The new Strategy needs to reflect the changing political landscape – e.g. Financial austerity and the UK's exit from the European Union.
- Changing the focus may help to renew the impetus and impact which have been lost as the previous Strategy has aged.

### 2.3 What does the waste strategy cover?

This Strategy is intended to fulfil the duty, under the Waste and Emissions Trading Act (2003) that:

*"The waste authorities for a two-tier area must... have for the area a joint strategy for the management of... waste from households, and... other waste that, because of its nature or composition, is similar to waste from households"*

In preparing this Strategy, in order to ensure a holistic approach and to identify possible synergies, the process also needs to take into account links between:

- The Waste Strategy as a whole and the LWP partner authorities' strategic approach to other related matters, including (but not limited to):
  - Other environmental matters (e.g. Natural Environment Strategy)
  - Public health
  - Economic growth (e.g. Development Plans) and the consequential effects on waste growth.
- Our Waste Strategy and those of neighbouring local authorities, and
- Each individual Objective and all other Objectives within the Strategy.

## 3 What are the key legislative drivers?

This chapter outlines the main legal requirements for waste management that the Partnership has either already met or will need to meet as new legislation and requirements are introduced. It then considers the legislation regarding planning for any new waste management facilities and services that may be required to enable the Partnership to meet its future targets.

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### 3.1 European waste policy and legislation

The European Union is currently the major source of the UK's environmental legislation and guidance in relation to the management of waste. Whilst, in the longer term, the UK's exit from the European Union may see the UK diverge from EU waste policy and legislation, the UK Government have indicated their intention to continue to comply with EU legislation for the foreseeable future.

A number of European Directives have been introduced which aim to increase levels of recycling and recovery, and thus reduce the amount of waste which is landfilled. A number of these have recently been amended as part of the EU's Circular Economy Package (CEP) which came into force on 4<sup>th</sup> July 2018. In particular, the CEP includes changes to the Waste Framework Directive and Landfill Directive, both of which are key drivers for the LWP's strategic thinking.

Full details of the CEP are available online, for example on the website of the Council of the EU<sup>2</sup>, but they are summarised below under the following headlines:

- Waste Hierarchy
- Recycling/reuse targets
- Separate collections of specific materials
- Landfill targets

#### 3.1.1 Waste Hierarchy

This provides a framework of how sustainability in waste management can be increased progressively. It is described in detail in Section 2.2.1 of this JMWMS.

#### 3.1.2 Recycling/reuse targets

The UK government is committed to meeting the EU targets for the recycling of "municipal waste" (Table 3-1). However, it should be noted that the definition of this differs from that of the former headline UK recycling rate (National Indicator 192). Indeed, different EU member states measure this in a variety of ways, and the LWP has joined others in lobbying the UK government to consider including the recycling of Incinerator Bottom Ash (IBA) which would considerably boost the LWP's reported recycling rate. Indeed, the reported rate for the UK as a whole already includes the recycling of metals extracted from IBA, whereas the official rate for individual councils does not. Further information regarding this can be found in section 5.5 of this Strategy.

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<sup>2</sup> <http://www.consilium.europa.eu/en/press/press-releases/2018/05/22/waste-management-and-recycling-council-adopts-new-rules/>



**Table 3-1 EU recycling/reuse targets**

	By 2020	By 2025	By 2030	By 2035
Total reuse and recycling of municipal waste	50%	55%	60%	65%

### 3.1.3 Separate collections of specific materials

Before the introduction of the CEP there was already a requirement, transposed into UK law, for separate collections of paper, metal, plastic and glass:

- "Where necessary... to ensure that waste undergoes recovery operations... and to facilitate or improve recovery"; and
- "if technically, environmentally and economically practicable" (or "TEEP" for short).

The CEP supplements this with the requirement, subject to the same "TEEP" caveat, for separate collections of:

- "Bio-waste" (including food waste) by 31<sup>st</sup> December 2023; and
- Textiles and hazardous waste by 1<sup>st</sup> January 2025.

It remains to be seen how these requirements will be reflected in the new UK Resources and Waste Strategy or transposed into UK law, particularly in the light of the "TEEP" caveat. This should become clearer with the publication of Defra's new Resources and Waste Strategy due towards the end of 2018.

### 3.1.4 Landfill targets

The UK Government responded to the original EU Landfill Directive both by setting equivalent targets (under the Landfill Allowance Trading Scheme, LATS) for each local authority, and by increasing the cost of landfill through an escalating rate of Landfill Tax, and the UK has achieved the 2020 target well ahead of time. Whilst the LWP's development, under its previous Waste Strategy, of an energy from waste facility brought us well within our LATS targets, the minimisation of our Landfill Tax bill, particularly in the face of predicted population and waste growth, remains a key driver.

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## 3.2 National waste policy and legislation

Much of the UK's waste legislation transposes the above EU legislation. It is currently unclear how Brexit will affect UK legislation in the future, but the UK Government has expressed a desire initially to retain EU-related waste legislation.

Another element of uncertainty surrounds the UK Government's long-anticipated 25 Year Environment Plan which was published in January 2018. Whilst the Plan contains, as described below, some pledges on waste, the promised new Resources and Waste Strategy is anticipated to arrive around the same time as the adoption of this Lincolnshire Strategy. This JMWMS is intended

to be flexible enough to react to any significant changes resulting from that new national strategy, particularly through the commitment to an annual review of the accompanying Action Plan.

### 3.2.1 Waste Management Plan for England

The 2013 Waste Management Plan for England sets out a number of strategic priorities which need to be taken into account in this Strategy for Lincolnshire. These include:

- Implementing the Waste Hierarchy.
- Measures to promote high quality recycling.
  - The Waste (England and Wales) Regulations 2011, transposing the revised EU Waste Framework Directive, require the separate collection of waste paper, metal, plastic and glass from 2015 onwards wherever separate collection is necessary to get high quality recycling, and is practicable.
  - The Waste and Resources Action Programme (WRAP), will advise local authorities and others, including on best practice in collections.
  - The introduction of Regulations relating to Material Recovery Facilities (MRFs), including mandatory sampling weights and frequencies for inputs and outputs.
- Separate collection of biowaste.
  - The Government has identified anaerobic digestion as the best technology currently available for treating food waste.

### 3.2.2 UK 25 Year Environment Plan

The government's 25 Year Environment Plan<sup>3</sup> was published in January 2018. On the subject of waste it included, on page 29, the following commitment.

*We will minimise waste, reuse materials as much as we can and manage materials at the end of their life to minimise the impact on the environment. We will do this by:*

- *Working towards our ambition of zero avoidable waste by 2050*
- *Working to a target of eliminating avoidable plastic waste by end of 2042.*
- *Meeting all existing waste targets – including those on landfill, reuse and recycling – and developing ambitious new future targets and milestones.*
- *Seeking to eliminate waste crime and illegal waste sites over the lifetime of this Plan, prioritising those of highest risk. Delivering a substantial reduction in litter and littering behaviour.*
- *Significantly reducing and where possible preventing all kinds of marine plastic pollution – in particular material that came originally from land.*

The Plan includes a statement (page 85) that Defra will be:

*Publishing a new Resources and Waste strategy in 2018 aimed at making the UK a world leader in resource efficiency. It will set out our approach to reducing waste, promoting*

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<sup>3</sup> [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/673203/25-year-environment-plan.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/673203/25-year-environment-plan.pdf)

*markets for secondary materials, incentivising producers to design better products and how we can better manage materials at the end of life by targeting environmental impacts.*

It is currently anticipated that this Resources and Waste strategy will be released in October 2018. Our Strategy Action Plans for future years will need to take this new national strategy into account, particularly with regard to any specific targets which are set.

### **3.2.3 National Planning Policy**

The National Planning Policy Framework (NPPF), introduced in March 2012 and revised in July 2018, sets out the Government's national planning policies for England. This is supported by online Planning Practice Guidance. The overarching aim of the NPPF is to achieve sustainable development by ensuring economic, social and environmental gains are sought jointly and simultaneously through the planning system. At the centre of this is a presumption in favour of sustainable development. The NPPF must be taken into account in the preparation of development plan documents, and is a material consideration in planning decisions. However, whilst the NPPF includes both general policies and specific policies, the specific policies do not extend to waste. Instead, these are set out in the National Planning Policy for Waste (NPPW) (October 2014).

The NPPW sits alongside the National Waste Management Plan (December 2013) and sets out the national framework for planning for waste management. It outlines the planning system's key roles in delivering the new facilities that are essential for implementing sustainable waste management and protecting the environment and human health. The emphasis is on delivering sustainable development, driving waste up the hierarchy, seeing waste as a resource and disposal as the last option.

### **3.2.4 Other National Strategies**

The UK Government has set out several other Strategies which include elements relating to waste management.

- The Industrial Strategy sets out plans:
  - For "moving towards a regenerative circular economy";
  - To "take further measures to strengthen the markets for secondary materials"; and
  - To further develop the "Midlands Engine".
- The Clean Growth Strategy – Includes, under the heading "Enhancing the Benefits and Value of Our Natural Resources", proposals to:
  - "Work towards our ambition for zero avoidable waste by 2050, maximising the value we extract from our resources, and minimising the negative environmental and carbon impacts associated with their extraction, use and disposal";
  - "Publish a new Resources and Waste Strategy";
  - "Explore new and innovative ways to manage emissions from landfill"; and
  - "Invest £99 million in innovative technology and research for agri-tech, land use, greenhouse gas removal technologies, waste and resource efficiency".

### 3.3 The Lincolnshire Minerals and Waste Local Plan (MWLP)

The County Council has produced the Lincolnshire Minerals and Waste Local Plan under its statutory duties as the Mineral and Waste Planning Authority for the County. Planning law requires that all applications for planning permission for waste development must be determined in accordance with this plan unless material considerations indicate otherwise. This plan is comprised of two parts, each forming a development plan document:

- the Core Strategy and Development Management Policies (CSDMP) document (adopted on 1 June 2016) – which sets out the key principles to guide the future extraction of minerals and the form of waste management development in the County up to 2031, together with the development management policies against which applications for those types of development will be assessed; and
- the Site Locations document (adopted on 15 December 2017), which includes specific proposals and policies for the provision of land for mineral and waste development.

The Strategic Objectives of the plan include:

- protecting the environment and local communities from the negative impacts of waste development, reducing residual impacts and delivering improvements where possible, and ensuring new facilities include high standards of design and layout, sustainable construction methods, good working practices and environmental protection measures;
- through prioritising the movement of waste up the waste hierarchy, minimising greenhouse gas emissions by reducing reliance on landfill, maximising opportunities for the re-use and recycling of waste, facilitating new technologies to maximise the renewable energy potential of waste as a resource, and promoting the use of carbon capture technology; and
- delivering adequate capacity for managing waste more sustainably when it is needed; and ensuring waste is managed as near as possible to where it is produced.

In relation to waste, the plan is based on directing new waste facilities, including extensions, to areas in and around the County's main settlements (Lincoln, Boston, Grantham, Spalding, Bourne, Gainsborough, Louth, Skegness, Sleaford and Stamford) where the highest levels of waste are expected to be generated. The strategy does, however, recognise that some developments are likely to be developed outside these areas, including biological treatment of waste such as anaerobic digestion and open-air windrow composting.

The plan identifies, through the Site Locations document, locations for a range of new or extended waste management facilities to meet the predicted capacity gaps for waste arisings in the County for the period up to and including 2031. This will involve the building of waste management facilities for recycling and an energy from waste facility mainly for the management of Local Authority Collected Waste, and commercial & industrial waste. The plan identifies that facilities for the management of the county's Local Authority Collected Waste are already in place, with any future needs relating to replacement facilities. There is no requirement for further landfill facilities. The need for specialised thermal treatment and hazardous landfill would continue to be met by national facilities outside the county. The plan also safeguards waste management facilities from redevelopment to non-waste uses or from the encroachment of incompatible development.

The plan makes provision to meet the requirement for waste facilities through one site specifically allocated and safeguarded for waste development, and 16 areas (industrial areas) where waste uses are considered acceptable alongside other industrial and employment uses (providing flexibility and choice).

To sum up, the Lincolnshire MWLP provides the spatial context and locational criteria for new waste facilities covering all waste streams. Whilst it sets out the predicted requirement for new facilities, this is only indicative and is used to ensure that sufficient land is available for new waste facilities to meet the capacity gaps. In practise, the LMWLP has allocated far more land for future waste management than will be required in order to allow flexibility. The LWP will therefore need, particularly in considering the need for the development of new waste management facilities, to refer to the Lincolnshire MWLP.

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### **3.4 Relationship with Neighbouring Authorities**

Whilst each neighbouring authority was specifically contacted during our Public Consultation on this JMWMS, only a limited number of responses were received. These are shown in Appendix C.

Strong working relationships are required with our neighbouring authorities and, as highlighted by the response from North Lincolnshire Council, we will look for opportunities for joint infrastructure developments where this is mutually beneficial. In developing and implementing our Action Plan, we will seek to identify such opportunities.

We will also seek to continue dialogue with our neighbours once as the UK Government's transposition of the EU Circular Economy package becomes clearer, particularly through Defra's new Resources and Waste Strategy.

## 4 How has the strategy been developed?

### 4.1 Background

The previous Joint Municipal Waste Management Strategy for Lincolnshire was published in June 2008.

That Strategy was compiled by following Government guidance on waste management strategies and assessed in accordance with the ODPM guidance 'A Practical Guide to the Strategic Environmental Assessment Directive' (2005).

The Lincolnshire Waste Partnership has identified that a new joint waste strategy and a SEA are required.

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### 4.2 Development of a new waste strategy

The development of this new strategy has also made use of the 2005 guidance from the Office of the Deputy Prime Minister (ODPM). Although this is no longer available online, it is still generally considered to be the most relevant national guidance on the subject.

The guidance sets out three questions which should be answered in developing a Waste Strategy. We have addressed each of these questions as described below.

#### 4.2.1 "Where are we today?"

Chapter 5 summarises the services currently provided by each of the LWP authorities. It also includes an analysis of the quantities of each waste stream and material being handled, and a forecast of future waste quantities.

#### 4.2.2 "Where do we want to get to and when?"

The ODPM guidance describes this as "*the objectives for how waste will be managed more sustainably in the future*". Chapter 6 sets out the LWP's shared objectives, developed and agreed through a series of workshops and meetings early in the Strategy process. Chapter 6 also addresses the main challenges facing the LWP during the period covered by this Strategy.

#### 4.2.3 "What do we need to do to get there?"

Chapter 7 gives an overview of the actions identified by the Partnership as being needed to achieve the objectives of this Strategy. It essentially sets out a 'route map' showing how those objectives will be achieved.

The necessary actions have been set out in more detail in an Action Plan for the first year of the life of this Strategy. This includes details of:

- who will need to do what? and
- by when?

In order to ensure that the Action Plan continues to deliver in future years, a revised version will be produced annually. This will respond to any changes in the ongoing quantity and composition of waste, as well as to any other necessary factors.

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### 4.3 Strategic Environmental Assessment

The Department for Environment, Food & Rural Affairs' (Defra) "Guidance on Municipal Waste Management Strategies" states that "*as a minimum the Strategy should undergo a Strategic Environmental Assessment (SEA).*"

In general, SEA permits analysis of all draft Strategy provisions against a series of environmental objectives. The aim is to ensure the effects of the Strategy are positive with regard to the County's environmental features. Any significant adverse effects identified must be avoided, remedied or mitigated.

In view of this an SEA has been undertaken in parallel with the Strategy process, with both documents feeding into each other as appropriate. The SEA was completed in line with:

- Environmental Assessment of Plans and Programmes Regulations' (SI 2004/1633) 'SEA Regulations'
- Government Guidance on SEA and SA: <https://www.gov.uk/guidance/strategic-environmental-assessment-and-sustainability-appraisal>

This will include several stages of consultation, initially with statutory consultees (Natural England, Historic England and the Environment Agency) and then alongside public consultation on this Waste Strategy.

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### 4.4 Stakeholder Engagement

In addition to the statutory consultation for the SEA, the Defra guidance on Waste Strategies makes it clear that engaging with various stakeholders is vital to the development of an effective Strategy. Our Strategy process has involved this in a number of ways including the following.

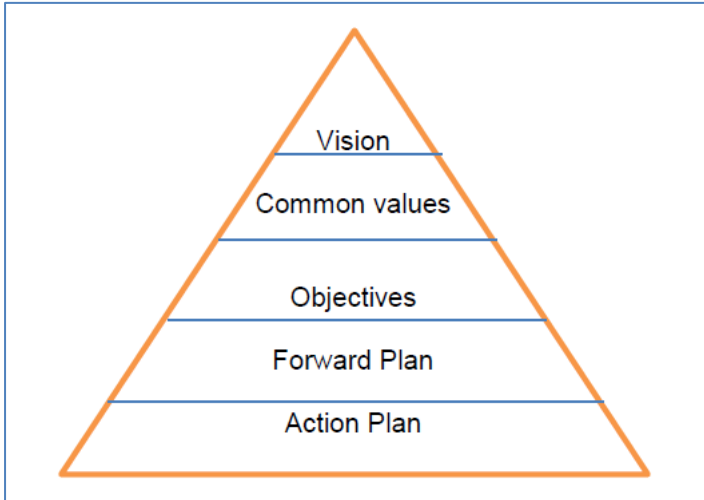
#### 4.4.1 LWP Authorities

The overall objectives and initial proposals for a way to work towards them were developed jointly by the eight authorities of the LWP. This was achieved by holding two workshop sessions in July 2017. Those sessions were facilitated by an independent chair in order to ensure that the views of all partners were captured and given an equal footing.

Full details of the workshops and their outputs can be seen in Appendix A.

Amongst other things, the workshops established an overall framework for how the format of the strategy would lead from the overarching "Vision" to specific practical actions in an "Action Plan".

**Figure 4-1 Overall structure of the Waste Strategy**



Further engagement with all LWP partners has continued throughout the Strategy process, including through regular LWP meetings, with many partners using formal scrutiny processes to assist in its development, and through formal adoption of the documents at the end.

#### **4.4.2 Public Consultation**

A draft version of the JMWMS was made available for a period of 90 days of public consultation between April and July 2018. This final version of the Strategy, and its accompanying Action Plan, reflect the feedback received from the consultation.

Full details of the results of the consultation process are shown in Appendix B of this Strategy.



## 5 Where are we today?

Before deciding what we want to achieve in the future, and of how we are going to do so, it is essential that we have a proper understanding of our current services and of what waste we are likely to need to deal with during the period covered by this Strategy.

This chapter provides a summary of the necessary baseline information including, as prescribed in Defra's 2005 JMWMS Practice Guide:

- An analysis of the nature and performance of existing services;
- The impact of any service changes already firmly planned (if any);
- Projections of future waste quantities; and
- The impact of changes in waste quantities on overall performance if no changes, other than those already firmly planned, are introduced.

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### 5.1 Demographics

Within the East Midlands Region, Lincolnshire is the largest county covering 592,075 hectares, and the fourth largest in England covering 5% of England.

The following information on the population of Lincolnshire all comes from the Lincolnshire Research Observatory website<sup>4</sup>.

As at the 2011 Census:

- Lincolnshire is a large and sparsely populated county. In England 18% of the population live in rural areas, that is in towns of less than 10,000 people, in villages, hamlets or isolated dwellings. In Lincolnshire the figure is 48%.
- Lincolnshire is home to 306,971 households. The average household is made up of 2.32 persons, similar to the figure of 2.27 for England as a whole.
- Lincolnshire has an ageing population with nearly 21% of its population being over 65 years of age compared to the England figure of just over 16%, with East Lindsey having the highest proportion at 26%.

The population of Lincolnshire grew by over 10% between 2001 and 2011, which is faster than the figure for England of just under 8%. As can be seen in Table 5-1, estimates indicate that Lincolnshire's population continues to grow faster than the national rate for England, by a further 5.3% between 2011 and 2017. Most of our WCA's saw growth between 5.2% and 6.0% (above the national average of 4.9%) during that same period, but it should be noted that population growth in East Lindsey was significantly lower (at 2.4%) and in North Kesteven was significantly higher (at 6.9%).

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<sup>4</sup> <http://www.research-lincs.org.uk/Population.aspx>

**Table 5-1 Population estimates**

Area	2011 Census	2017 Mid Year Estimate	Growth
Boston BC	64,637	68,500	6.0%
City of Lincoln	93,541	98,400	5.2%
East Lindsey DC	136,401	139,700	2.4%
North Kesteven DC	107,766	115,200	6.9%
South Holland DC	88,270	93,300	5.7%
South Kesteven DC	133,788	141,700	5.9%
West Lindsey DC	89,250	94,300	5.7%
<b>Lincolnshire</b>	<b>713,653</b>	<b>751,200</b>	<b>5.3%</b>
<b>England</b>	<b>53,012,456</b>	<b>55,619,400</b>	<b>4.9%</b>

Forecasts are that population growth for Lincolnshire going forwards (10% higher in 2041 than in 2017) will continue to be a little lower than the average for England. It should be noted, however, that this official estimate doesn't take into account specific housing developments, and the expectation is that the population will grow by more than this. Either way, these extra people are likely to produce a significant amount of additional waste which the LWP will need to collect and dispose of.

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## 5.2 Waste arisings

### 5.2.1 UK arisings summary

Defra's report "UK Statistics on Waste"<sup>5</sup> (published February 2018) included the following key points regarding the national situation in 2014:

- The UK generated 202.8 million tonnes of total waste in 2014.
- Over half of this (59%) was generated by construction, demolition and excavation.
- UK generation of commercial and industrial waste in 2014 was 41.9 million tonnes.
- Only 26.8 million tonnes, around 13% of the total, was "waste from households".

Clearly, household waste is a relatively small proportion of overall waste, and needs to be considered in the light of the wider picture.

### 5.2.2 Current Local Authority Collected Waste (LACW)

As a predominantly rural county, the largest waste stream in Lincolnshire comes from agricultural services which, according to the Waste Needs Assessment produce for the Lincolnshire Minerals and

<sup>5</sup> <https://www.gov.uk/government/statistics/uk-waste-data>

Waste Local Plan (Site Locations Document)<sup>6</sup>, represents some half of the total waste stream. In comparison, LACW represents around 10% of the total waste arisings in the county.

It should be noted that whilst the County Council is required to consider all waste streams in the development of its Minerals and Waste Local Plan, agricultural waste is largely dealt with at source rather than requiring the County Council's attention in its role as Waste Planning Authority. Furthermore, the Waste and Emissions Trading Act 2003<sup>7</sup> states in Section 32(1), in defining the duty to have a Joint Municipal Waste Management Strategy, that this Strategy should only cover the management of:

- (a) waste from households, and
- (b) other waste that, because of its nature or composition, is similar to waste from households.

Therefore this Strategy focuses on LACW, which can include waste from the following sources (as defined in the Controlled Waste Regulations 2012):

- Waste from households – This makes up the vast majority of LACW;
- Other "household waste" – e.g. From schools and hospitals;
- **Some** waste from commercial premises (such as shops, offices and restaurants); and
- **Some** waste from construction and demolition (C&D) activities.

Table 5-2 shows the breakdown of LACW across Lincolnshire, with 360,701 tonnes arising in 2017/18 of which around 96% is household waste.

**Table 5-2 Summary of Local Authority Collected Waste (LACW) in Lincolnshire 2017/18**

Sources: Collection (purple) = County Council Waste Data Management System; Disposal (orange) = Wastedataflow<sup>8</sup>

Waste Stream	2017/18 (Tonnes)	% of Total Waste Stream
Local Authority Collected Waste	360,701	
Waste collected at kerbside by WCA's	274,180	76% of LACW
Other waste collected by WCA's <sup>i</sup>	16,289	5% of LACW
Waste collected at HWRC's	69,500	19% of LACW
Other LACW <sup>ii</sup>	731	<1% of LACW
Total Household Waste collected <sup>iii</sup>	346,777	96% of LACW
Total Household Waste disposed of <sup>iii</sup>	346,329	
Household Waste reused, recycled or composted	150,553	44% of <b>Household Waste</b> Disposal
Household Waste sent for energy recovery	179,976	52% of <b>Household Waste</b> Disposal
Household Waste landfilled	13,151	4% of <b>Household Waste</b> Disposal

*i – Includes street sweepings, litter, bring banks, trade waste, etc.*

*ii – Largely consists of waste from charities for which the WDA provides disposal.*

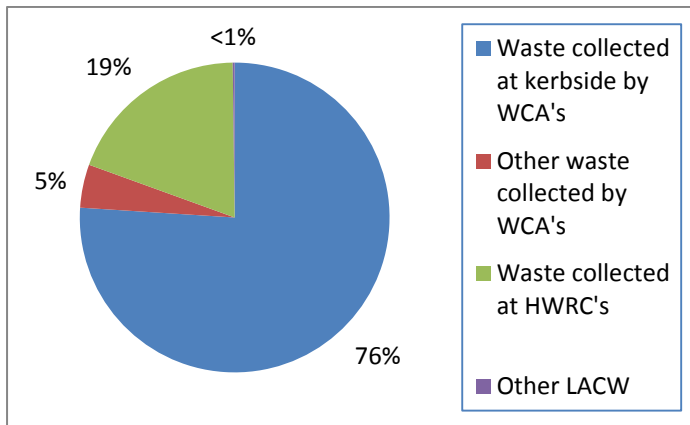
*iii – Totals collected and disposed of differ due to changes in stock levels at Waste Transfer Stations.*

<sup>6</sup> [http://uk.sitestat.com/lincolnshire/lincolnshire/s?Home.residents.environment-and-planning.planning-and-development.minerals-and-waste.site-locations-examination.131110.articleDownload.106584&ns\\_type=pdf&ns\\_url=https://www.lincolnshire.gov.uk//Download/106584](http://uk.sitestat.com/lincolnshire/lincolnshire/s?Home.residents.environment-and-planning.planning-and-development.minerals-and-waste.site-locations-examination.131110.articleDownload.106584&ns_type=pdf&ns_url=https://www.lincolnshire.gov.uk//Download/106584)

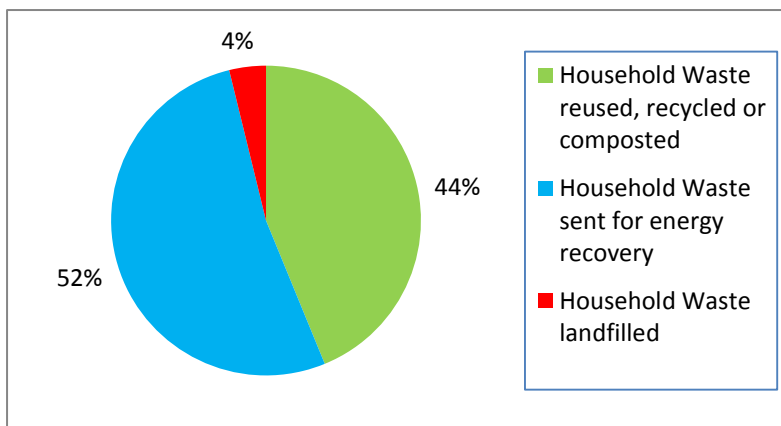
<sup>7</sup> <http://www.legislation.gov.uk/ukpga/2003/33/contents>

<sup>8</sup> <http://www.wastedataflow.org/>

**Figure 5-1 Sources of LACW in 2017/18**



**Figure 5-2 Destinations of Household Waste in 2017/18**



### 5.2.3 Waste growth

As was reported in the LWP's previous Waste Strategy, between 2000/01 and 2006/07 the total tonnage of Local Authority Collected Waste (LACW) in Lincolnshire rose by over 13%. Table 5-3 and Figure 5-3 below, however, show that we actually saw a fall in waste thereafter, with only one subsequent year (2016/17) seeing more waste generated than 2006/07.

**Table 5-3 Waste growth trends in Lincolnshire between 2007 and 2018**

Source: Wastedataflow<sup>9</sup>

Year	Municipal Waste (Tonnes)	% Change	Household Waste	% Change
2006/07	365,537		349,663	
2007/08	352,123	-3.67%	338,676	-3.14%
2008/09	359,798	+2.18%	348,280	+2.84%
2009/10	349,784	-2.78%	336,893	-3.27%
2010/11	355,209	+1.55%	341,886	+1.48%
2011/12	349,736	-1.54%	336,073	-1.70%
2012/13	345,232	-1.29%	335,028	-0.31%

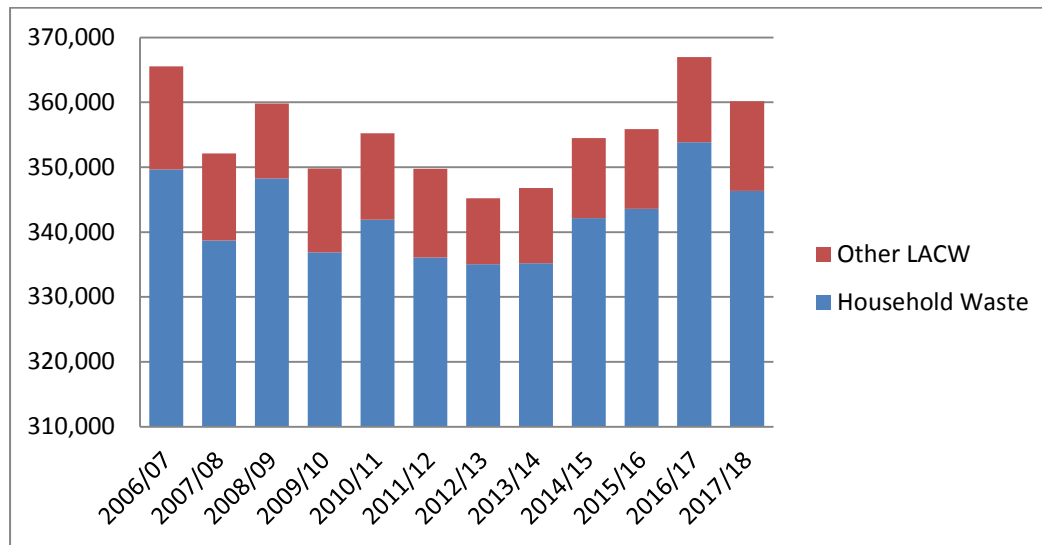
<sup>9</sup> <http://www.wastedataflow.org/>

## Waste Strategy for Lincolnshire

Year	Municipal Waste (Tonnes)	% Change	Household Waste	% Change
2013/14	346,795	+0.45%	335,216	+0.06%
2014/15	354,503	+2.22%	342,132	+2.06%
2015/16	355,849	+0.38%	343,574	+0.42%
2016/17	366,947	+3.12%	353,819	+2.98%
2017/18	360,155 <sup>i</sup>	-1.85%	346,329	-2.12%
Overall Change (since 2006/07)		-1.47%		-0.95%

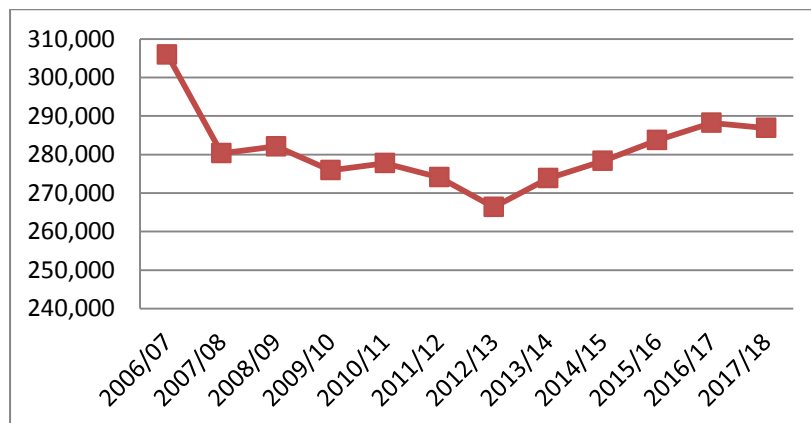
*i – The definition of Municipal Waste differs slightly from LACW, so this total is different to that in Table 5-2.*

**Figure 5-3 Annual Tonnage of LACW in Lincolnshire**



It should be noted that the total tonnage has been very erratic, making it difficult to predict any given year. However, closer analysis reveals that much of the variation is due to weather conditions on the quantity of green waste received for composting – e.g. Snow in March 2018 restricted early-Spring growth. Figure 5-4 shows the total tonnage excluding green waste.

**Figure 5-4 Annual Tonnage excluding Green Waste**



This shows a clearer trend from which conclusions can be drawn:

- Total tonnage fell for several years up to 2012/13, possibly due to the economic downturn making the public less likely to throw things away.
- There has been an upturn in recent years, possibly as the economy picks up again.

In view of the most recent upward trend, and ongoing population growth, it is forecast that LACW arisings will continue to grow. This is in line with the forecasts in the Waste Needs Assessment that accompanies the Lincolnshire Minerals and Waste Local Plan<sup>10</sup> which suggests that LACW tonnages will grow as shown in Table 5-4.

The forecasts consist of a two part assumption:

- 1) That the population will grow by 0.66% per annum; and
- 2) That each person will produce more waste each year.

Whilst the second part may seem a pessimistic assumption, particularly given the fall in waste in 2017/18, over the preceding four years (to 2016/17) waste growth *per person* was around 0.7% per annum.

**Table 5-4 LACW growth scenario from Lincolnshire Minerals and Waste Local Plan**

	2016 to 2020	2021 to 2031
<b>Population growth</b>	0.66% per annum	0.66% per annum
<b>Waste per head growth</b>	0.5% per annum	0.25% per annum
<b>Total Growth</b>	1.16% per annum	0.91% per annum

These increases are small for any given year, but would represent an increase of over 15% (around 50,000 tonnes of extra household waste) **in** 2031.

### 5.3 Waste composition

In order to assess the effectiveness of our current waste management services, it is crucial to identify the total quantities collected of each type of waste. Whilst this is relatively simple for separately-collected waste types (e.g. paper in bring banks), the full picture can only be seen by assessing the composition of streams of mixed waste including all of those listed below in Table 5-5.

Ideally, the composition of each of these streams should be identified through detailed analysis of representative samples of real waste which has been collected. However, to do this for all streams would be impractical, so their composition has been measured as shown in Table 5-5.

<sup>10</sup> [http://uk.sitestat.com/lincolnshire/lincolnshire/s?Home.residents.environment-and-planning.planning-and-development.minerals-and-waste.site-locations-examination.131110.articleDownload.106584&ns\\_type=pdf&ns\\_url=https://www.lincolnshire.gov.uk//Download/106584](http://uk.sitestat.com/lincolnshire/lincolnshire/s?Home.residents.environment-and-planning.planning-and-development.minerals-and-waste.site-locations-examination.131110.articleDownload.106584&ns_type=pdf&ns_url=https://www.lincolnshire.gov.uk//Download/106584)

**Table 5-5 Method of assessing composition of each mixed waste stream**

Waste stream	Composition assessed by
Kerbside-collected mixed dry recyclables	Regular sampling and analysis in line with Materials Recycling Facility (MRF) Code of Practice
Kerbside-collected residual/general waste	One-off sampling and analysis undertaken in September 2017
HWRC-collected residual/general waste	Use of Defra-compiled national average figures for HWRC residual waste (most recent available is for 2010/11)
Other streams of mixed waste (e.g. flytipping)	Use of Defra-compiled national average figures for the most appropriate category listed (most recent available is for 2010/11)
Separately-collected (e.g. paper in bring banks)	Composition is known as there is usually only one type of waste in each collection

### 5.3.1 Kerbside-collected mixed dry recyclables (MDR)

The composition of this waste stream is well known as the Materials Recycling Facility (MRF) Code of Practice requires our MRF contractor to undertake regular sampling and analysis of the material both going into and coming out of their sorting processes.

**Figure 5-5 Composition of MDR in 2017/18**

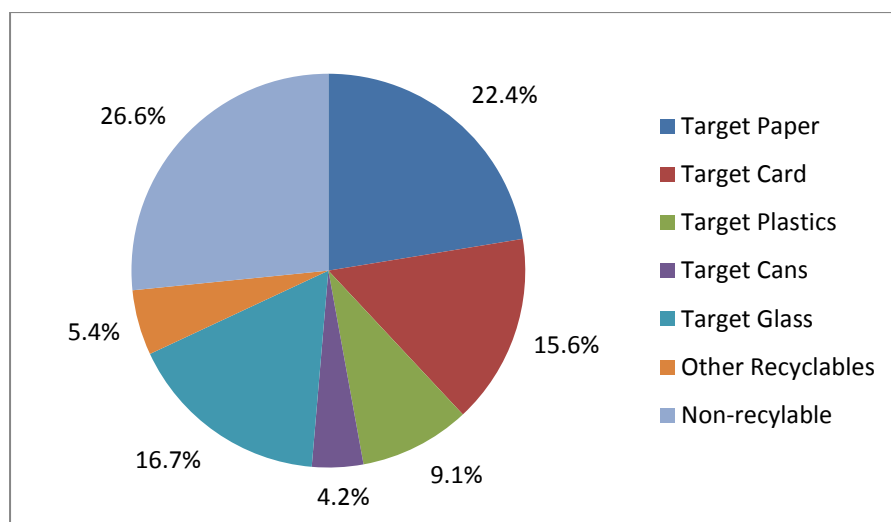


Figure 5-5 summarises the sampling data for 2017/18 and shows that of the total tonnage collected:

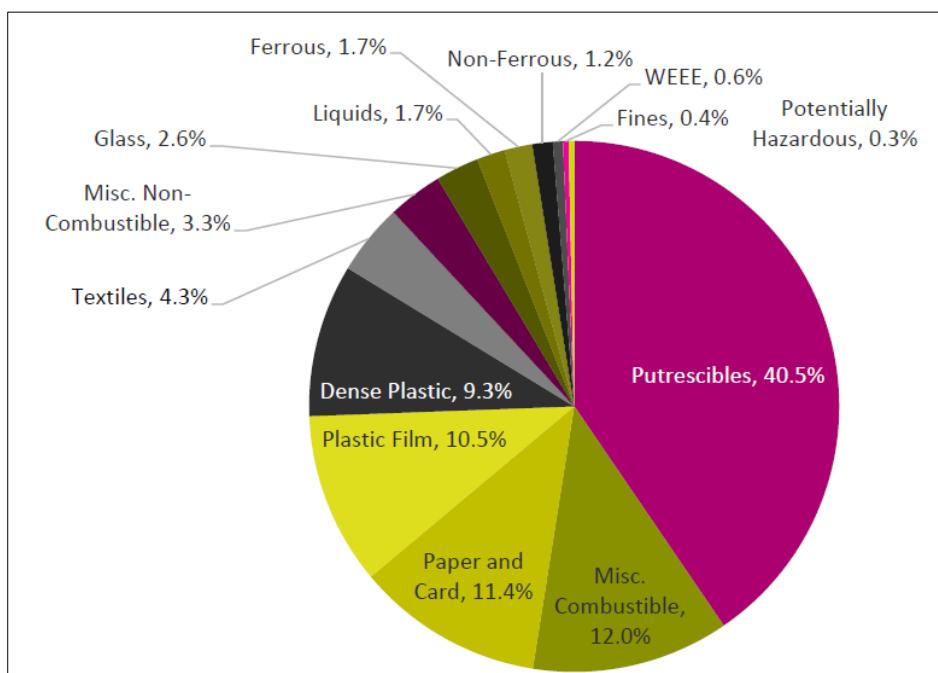
- Around 68% was "target" recyclables – This is what the LWP has asked the public to put into the kerbside recycling collections.
- Around 5% was other recyclables – Whilst not on the specified list, our current MRF contractor is able to recycle these as well. However, this may not be recyclable at all MRF's.
- Nearly 27% was not recyclable – This should not be in these collections, and is addressed in this Strategy.

### 5.3.2 Kerbside-collected residual/general waste

Since this one waste stream makes up around 40% of the total waste collected by the LWP, a sampling exercise was undertaken in September 2017 to establish what materials are contained in it. This involved using socio-economic data to identify an individual round in each WCA area which represented, as closely as possible, that Council's area as a whole. A random sample of waste from each of those seven rounds was then analysed.

Figure 5-6 shows collated data for the county as a whole. The percentages were calculated by multiplying the figures for each WCA by the total tonnage they collected in 2016/17 since those collecting a higher tonnage collect a higher proportion of the overall waste stream.

**Figure 5-6 Composition of Residual Waste in 2016/17**



Many of the categories listed are self-explanatory but the largest two are:

- "Putrescibles" = Mostly food waste
- "Misc. Combustible" = Mostly nappies and sanitary products

More detailed headlines from the sampling exercise were that the overall composition includes:

- Around 15% home-compostable food – e.g. Vegetable peelings;
- Around 13% other food – e.g. cooked food, meat and dairy products; and
- Nearly 20% materials which the LWP already collect at kerbside either for recycling or composting.

### 5.3.3 Overall composition

Combining data from all these individual waste streams, Table 5-6 summarises the calculated overall composition of the waste collected by each of the main methods during 2017/18. Table 5-6 also



shows the overall composition of all LACW in 2017/18, calculated by adding all the mixed-stream totals to the quantities of each waste type collected separately (e.g. from bring banks). For consistency, the waste type groups listed are those used in the 2017 kerbside residual waste sampling exercise.

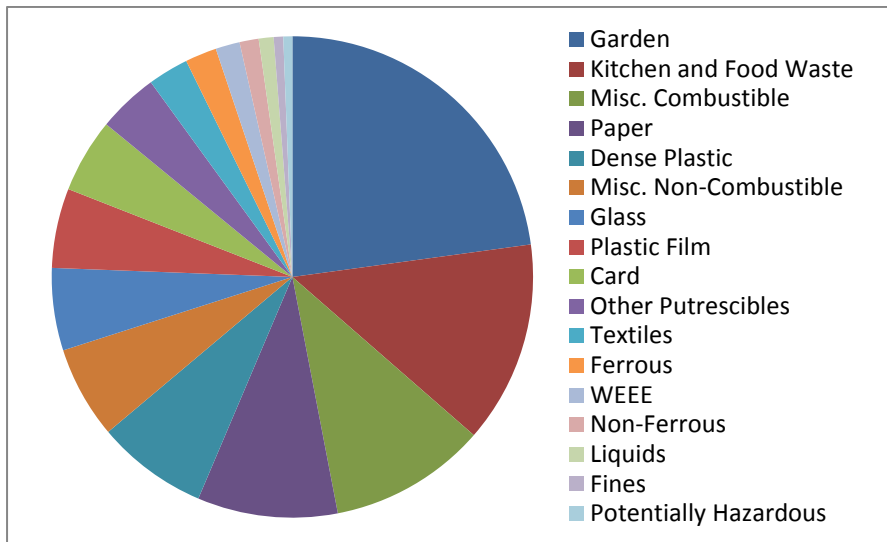
**Table 5-6 Tonnage of each waste type collected by each method in 2017/18**

	Kerbside Collections <sup>i</sup>	Household Waste Recycling Centres	Other Local Authority Collected Waste	TOTAL Local Authority Collected Waste	% of Local Authority Collected Waste
Card	15,276	2,103	574	17,953	5.0%
Paper	31,713	1,252	933	33,898	9.4%
Plastic Film	18,155	727	358	19,240	5.3%
Dense Plastic	22,636	3,790	504	26,930	7.5%
Textiles	7,299	1,946	602	9,847	2.7%
Glass	16,010	875	3,036	19,921	5.5%
Ferrous	4,993	2,444	189	7,626	2.1%
Non-Ferrous	3,468	1,009	148	4,624	1.3%
Misc. Combustible	19,999	17,197	831	38,028	10.6%
WEEE	1,034	4,707	114	5,856	1.6%
Potentially Hazardous	527	1,544	110	2,181	0.6%
Misc. Non-Combustible	5,621	13,416	3,279	22,316	6.2%
Kitchen and Food Waste	47,119	586	1,145	48,851	13.6%
Garden Waste	62,498	17,308	2,424	82,230	22.8%
Other Putrescibles	14,086	369	158	14,613	4.1%
Fines	598	226	1,473	2,298	0.6%
Liquids	2,903	0	691	3,593	1.0%
<b>TOTALS</b>	<b>273,934</b>	<b>69,500</b>	<b>16,570</b>	<b>360,005</b>	

*i – Includes collections of residual, recyclables and garden waste.*

Figure 5-7 shows the overall composition of LACW from 2017/18 with the waste types ordered from highest to lowest percentage.

**Figure 5-7 Overall composition of LACW in 2017/18**



Points to note regarding all the above data include that:

- Between them, kerbside collections and HWRC's account for around 95% of our LACW, so the composition of other streams hasn't been examined in detail.
- The largest waste type which is not currently collected for recycling or composting is kitchen and food waste. Details of the proportion of the total for each waste type (including what is collected mixed in with general waste) is currently recycled or composted is shown in Section 5.5.

## 5.4 Current Waste Management

The current waste management infrastructure needs to be reviewed to provide a baseline on which to develop the Waste Strategy. This review focuses on:

- Waste collection services
- Waste transfer and logistics
- Recycling and composting arrangements
- Treatment and disposal of residual waste
- Existing contracts for all of the above
- Service performance measures
- Current waste management costs

### 5.4.1 Waste Collection Services

Within Lincolnshire it is the district, borough and city councils (as WCA's) that have the responsibility to collect waste from households, and the County Council (the WDA) that has the responsibility to dispose of it, as well as to operate HWRCs.

**Kerbside collections – collections by/for WCAs**

Table 5-7 below provides a summary of the current kerbside collection services offered by each WCA.

All authorities that are using wheelie bins for their residual waste collection have a “no side waste policy” in place. This means that, apart from specific exceptions (e.g. just after Christmas), residents are not allowed to place other wastes (e.g. sacks) alongside their wheelie bins. South Holland operates a sack collection system and will collect side waste.

It should be noted that, as part of Defra's consistency agenda, WRAP are seeking to establish whether a national standard set of bin colours would help to make things clearer for the public and thus increase recycling rates<sup>11</sup>. In view of this, any consideration of a more standardised approach for Lincolnshire should take account of the feedback from that work. However, in the absence of any additional government funding, it is unlikely that bins will be replaced sooner than at the end of their natural lifetime.

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<sup>11</sup> <https://www.letsrecycle.com/news/latest-news/wrap-consults-on-national-colour-scheme-for-bins/>

**Table 5-7 Kerbside collection services offered by each Waste Collection Authority (WCA)**

The following indicates the service provided to the majority of households by each WCA. Colour shading shows the colour of bin provided for each service.

Unless otherwise stated, collections are provided using a wheelie bin and fortnightly/alternate weekly collections (AWC).

Waste Collection Authority	Residual Waste	Mixed Dry Recyclables	Green Waste
Boston Borough Council	AWC in 240 litre bins	AWC in 240 litre bins	AWC in 240 litre bins Charged service No service in Winter
City of Lincoln Council <sup>i</sup>	AWC in 240 litre bins	AWC in 240 litre bins	AWC in 240 litre bins Charged service
East Lindsey District Council	AWC in 180 litre bins (240 litre for larger families)	AWC in 240 litre bins	AWC in 240 litre bins Charged service Reduced service in Winter
North Kesteven District Council <sup>ii</sup>	AWC in 240 litre bins	AWC in 240 litre bins <sup>iii</sup>	AWC in 240 litre bins Charged service
South Holland District Council	Weekly collection in sacks	Weekly collection in sacks	AWC in 240 litre bins Charged service
South Kesteven District Council	AWC in 240 litre bins	AWC in 240 litre bins	AWC in 240 litre bins Charged service
West Lindsey District Council	AWC in 180 litre bins <sup>iv</sup> (240 litre for larger families)	AWC in 240 litre bins <sup>iv</sup>	AWC in 240 litre bins Charged service No service in Winter

*i – City of Lincoln have alternative arrangements for higher-density inner city areas, using 140 litre bins, communal bins or sacks as appropriate, some of which (mainly residual waste) are collected weekly.*

*ii – North Kesteven – Since 2009 new builds receive, as standard, a 180 litre bin for residual waste and a 360 litre bin for MDR.*

*iii – Black wheelie bin with green lid*

*iv – Around 2,000 WLDC terraced properties receive a weekly sack collection instead of wheelie bins*

**Table 5-8 Current Collection Contract Arrangements**

<b>WCA</b>	<b>How collections are provided</b>
Boston BC	Service provided in-house
City of Lincoln	Contract with Biffa
East Lindsey DC	Service provided in-house
North Kesteven DC	Service provided in-house
South Holland DC	Service provided in-house
South Kesteven DC	Service provided in-house
West Lindsey DC	Service provided in-house

Every household in every WCA area receives a residual waste collection. Table 5-9 summarises the number of households in each WCA area that are currently provided with kerbside recycling and green waste collections.

**Table 5-9 Households receiving recycling/green waste kerbside collection in 2017/18**

	Boston	East Lindsey	Lincoln	North Kesteven	South Holland	South Kesteven	West Lindsey
Dwelling Stock	29,360	68,060	45,220	50,270	40,070	63,050	42,660
Number of HH – dry recyclables	ALL	ALL	44,300	ALL	ALL	ALL	ALL
Number of HH – green waste <sup>i</sup>	7,648	29,053	16,355	30,800	3,155	28,324	39,660

*i – Green waste collection numbers are lower because they are a charged-for, opt-in service.*

### **Bring banks for recyclables – collections by/for WCAs**

Many of our WCAs currently operate a network of bring banks placed in various locations to receive recyclable material. The County Council either arranges and pays for the recycling of this material, or pays Recycling Credits to each WCA for it.

### **Bulky household waste – collections by/for WCAs**

Bulky waste falls outside the scope of the regular WCA kerbside collection service as these items are generally too large or too difficult to be handled by the normal means. The WCAs across the Partnership offer bulky waste collection on demand for item such as furniture, mattresses and large household appliances. Each district has its own policy on charging for these collections.

### **Commercial waste – collections by/for WCAs**

Currently Boston Borough Council, South Kesteven District Council and West Lindsey District Council operate collections of commercial waste from business premises, and other WCAs are considering doing so. The Strategy, through its ongoing Action Plans, should consider whether it would be appropriate to have a common policy.

### **Street cleansing – collections by/for WCAs**

Each WCA provides a regular service across their area. Busy places, such as shopping precincts and high streets usually have permanent cleaning staff or daily cleansing regimes. General waste such as litter is handled in the same way as other residual waste, but road grit from street sweepers is kept separate as the County Council has separate arrangements in place for the recycling of it.

### **Abandoned and end of life vehicles – collections by/for WCAs**

Abandoned vehicles that are on public land are removed in accordance with the relevant legislation by each district within its area, and then the County Council arranges for disposal where necessary.

### **Fly tipped waste – collections by/for WCAs**

Fly tipping is a serious national problem. As well as being unsightly, it can lead to serious pollution of the environment and harm to human health, and is costly to remove and dispose of correctly. Most fly tipped waste is handled in the same way as residual waste, and all WCAs have enforcement policies which inform the process by which offenders will be investigated and prosecuted.

### **Clinical waste – collections by/for WDA**

The Controlled Waste Regulations 2012 define this type of waste:

*“clinical waste” means waste from a healthcare activity (including veterinary healthcare) that—*

*(a) contains viable micro-organisms or their toxins which are known or reliably believed to cause disease in humans or other living organisms,*

*(b) contains or is contaminated with a medicine that contains a biologically active pharmaceutical agent, or*

*(c) is a sharp, or a body fluid or other biological material (including human and animal tissue) containing or contaminated with a dangerous substance within the meaning of Council Directive 67/548/EEC on the approximation of laws, regulations and administrative provisions relating to the classification, packaging and labelling of dangerous substances(b),*

*and waste of a similar nature from a non-healthcare activity.*

The WDA arranges for both the collection and disposal of waste in categories (a) and (b) above. The WCAs collect items in category c.

### **Household Waste Recycling Centres – collections by/for WDA**

The County Council operates 11 HWRCs across the county to which residents can bring their household waste. Tables 5-10 and 5-11 below summarises respectively:

- Table 5-10 – The location of and contractual arrangements for each HWRC; and
- Table 5-11 – The facilities provided at each HWRC.

**Table 5-10 HWRC Contractual and Operational Arrangements**

*Unless stated otherwise, opening hours are standardised as 09:00hrs to 16:00hrs Friday, Saturday, Sunday and Monday (closed Tuesday, Wednesday and Thursday).*

*NB – All sites are closed on 25<sup>th</sup> and 26<sup>th</sup> December and 1<sup>st</sup> January every year.*

Location	Site Ownership	Operated by	Opening hours
<b>Lincoln HWRC</b> Great Northern Terrace LN5 8LG	County Council	Carl Drury Ltd.	09:00hrs to 16:00hrs 7 days a week
<b>Boston HWRC</b> Bittern Way PE21 7RQ	County Council	Carl Drury Ltd.	09:00hrs to 16:00hrs 7 days a week
<b>Spalding HWRC</b> West Marsh Rd PE11 2BB	County Council	Carl Drury Ltd.	<b>Summer</b> <b>(1st April to 31st October)</b> 08:00hrs to 16:00hrs 7 days a week. <b>Winter</b> <b>(1st November to 31st March)</b> 08:00hrs to 16:00hrs Friday, Saturday, Sunday and Monday.
<b>Gainsborough HWRC</b> Long Wood Road, Corringham Road Ind Est, Gainsborough, DN21 1QB	County Council	Carl Drury Ltd.	Standard (09:00hrs to 16:00hrs Friday, Saturday, Sunday and Monday)
<b>The Rasens HWRC</b> Gallamore Lane Industrial Estate, Gallamore Lane, Middle Rasen, LN8 3HA	County Council	Carl Drury Ltd.	Standard
<b>Bourne HWRC</b> South Fen Road PE10 0DN	County Council	Recycle It Wright Ltd.	Standard
<b>Grantham HWRC</b> Mowbeck Way NG31 7AS	County Council	Recycle It Wright Ltd.	Standard
<b>Sleaford HWRC</b> Pride Parkway NG34 8GL	County Council	Recycle It Wright Ltd.	Standard
<b>Louth HWRC</b> Bolingbroke Road LN11 0WA	County Council	Sid Dennis & Sons Ltd.	Standard
<b>Skegness HWRC</b> Warth Lane PE25 2JS	County Council	Sid Dennis & Sons Ltd.	Standard
<b>Kirkby on Bain HWRC</b> Tattershall Road LN10 6YN	FCC Environment	FCC Environment	Standard

Table 5-11 – Materials accepted at Household Waste Recycling Centres as of April 2018

HWRC Site	Residual waste	Green	Wood	Plastics	Paper	Cardboard	Mattresses	WEEE	Books & CDs	Textiles	Household Chemicals	Glass bottles/jars	Cooking Oil	Mineral Oil	Lead Acid Batteries	Household batteries	Plasterboard	Soil	Rubble	Pressurised Gas Cylinders <sup>1</sup>	Scrap Metal	Re-use
Bourne	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x <sup>1</sup>	x	x
Boston	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x <sup>1</sup>	x	x
Gainsborough	x	x	x	x	x	x	x	x	x	x	x	x	x	x	ii	x	x	x	x	x <sup>1</sup>	x	x
Grantham	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x <sup>1</sup>	x	x
Kirkby on Bain	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x <sup>1</sup>	x	x
Lincoln	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x <sup>1</sup>	x	x
Louth	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x <sup>1</sup>	x	x
Rasens	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x <sup>1</sup>	x	x
Skegness	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x <sup>1</sup>	x	x
Sleaford	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x <sup>1</sup>	x	x
Spalding	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x	x <sup>1</sup>	x	x

An "x" indicates that the stated waste stream is collected separately at the stated HWRC.

- i) Gas cylinders are accepted where necessary, but should ideally be returned to a gas supplier, particularly as a deposit refund is sometimes available.
- ii) Lead acid batteries are no longer accepted at Gainsborough due to repeated security issues. Residents are recommended to contact a scrap dealer.



### 5.4.2 Waste Transfer and Logistics

Some waste streams are delivered directly to an appropriate treatment or disposal site. For the majority of waste streams, LCC provides a number of Waste Transfer Stations (WTSs) to receive waste both from WCA collections and from HWRCs, enabling the waste to be bulked up for transportation to centralised destinations.

Some WCAs use more than one WTS depending on where waste is collected and/or what type of waste it is. Likewise, many of these WTSs receive waste from more than one WCA or HWRC.

#### WTSs operated by Lincolnshire County Council

The WDA directly operates a network of five WTSs around the County. Table 5-12 shows the location of each WTS, as well as the tonnage of each type of waste received at each site.

The WDA lets contracts for the transportation of waste from each WTS to the appropriate destinations.

**Table 5-12 Location and 2017/18 tonnage throughput for WDA WTSs**

Location	Residual Waste (Tonnes)	Mixed Dry Recyclables (Tonnes)	Road Grit (Tonnes)	Other (Tonnes)	TOTAL (Tonnes)
<b>Boston WTS</b> Slippery Gowt Lane PE21 7AA	42,722	7,423	986		51,131
<b>Gainsborough WTS</b> Marshall Lane DN21 1GD	15,697	8,162	1,652		25,512
<b>Grantham WTS</b> Occupation Road NG32 2BP	28,376	13,086	1,305		42,767
<b>Louth WTS</b> Bolingbroke Road LN11 0WA	31,471	10,982	1,733	Glass = 622Te Mattresses <sup>i</sup> = 1Te	44,809
<b>Sleaford WTS</b> Pride Parkway NG34 8GL	14,428	5,652	954	Mattresses <sup>j</sup> = 26Te	21,060

*i – Mattresses are often delivered in in loads of mixed residual waste. This is the weight of mattresses which were delivered (and weighed) separately.*

#### Other WTSs used by the Lincolnshire Waste Partnership

Arrangements are in place for the use of several other WTSs owned and operated by third parties. Details are shown in Table 5-13.

**Table 5-13 Location and 2017/18 tonnage throughput for third party WTSs**

Location	Operator	Arranged by	Mixed Dry Recyclables (Tonnes)	Green Waste (Tonnes)
<b>Hykeham</b>	Mid UK Recycling	Lincs CC	13,600	
<b>Market Deeping</b>	Mid UK Recycling	Lincs CC	10,500	2,600
<b>Boston</b>	Mick George	Boston BC		4,200

### 5.4.3 Recycling and composting arrangements

#### Green waste

There is generally no need for the use of WTSs for green waste as, both from kerbside collections and from HWRCs, it is sent directly to a network of composting facilities across the county under contracts operated by the County Council. In 2017/18 72,619 tonnes of green waste was sent to these facilities, which are identified in Table 5-14.

**Table 5-14 Current Composting Facilities**

Composting operator	Location(s)
Clarkeson Recycling	Riby
Greenaway	Alford
Land Network (Gainsborough)	Sturgate
Land Network (Melton)	Melton Mowbray
Land Network (N.E.Lincs)	South Elkington
Material Change	Crowland
MEC Recycling	Swinderby / Saxilby
Mid UK Recycling	Caythorpe / Colsterworth

#### Mixed dry recycling

All the WCAs operate a kerbside collection of mixed dry recyclables (MDR) which includes a wide range of materials. Historically each WCA has accepted a different mix of materials but the Partnership has identified that it would like to move towards a more standardised recyclable stream where possible. The benefits of such standardised collections include:

- Making the service easier to understand and thus, in line with our strategic vision, more "customer friendly"; and
- Acting in line with the government's "consistency" agenda which seeks to reduce the number of different recycling systems in place across the UK.

As part of the implementation of this JMWMS, the LWP will be working together towards this aim. At the time of writing, discussions are progressing well towards agreement on a common recycling mix. Once agreed, any changes will be publicised through a unified communications campaign using a wide range of methods and media.

In September 2018 the LWP agreed to focus on those materials which should not be deposited in recycling collections. These materials will never be part of the recycling mix, and thus can be the

subject of communications regardless of any future changes to that mix. Figure 5-7 shows the publicity to be used, in most areas as stickers to go onto recycling bins.

Figure 5-7 "No Thanks" bin sticker



The County Council has a contract for the processing of this MDR at Materials Recycling Facilities (MRF's) located in the county. Once collected, each WCA delivers their MDR either to one or more of the WTS's provided by the County Council, or directly to the MRF contractor.

#### Other dry recycling

Separately-collected recyclables from WCA bring banks and from HWRC's go to a number of different destinations under a variety of different arrangements.

#### 5.4.4 Treatment and disposal of residual waste

The LWP's 2008 Waste Strategy included two Objectives which focussed on residual waste:

Objective 5 – To increase progressively the recovery and diversion of biodegradable waste from landfill, to meet and exceed the Landfill Directive diversion targets.

Objective 6 – To ensure that residual waste treatment supports energy recovery and other practices higher up the waste hierarchy.

In line with these objectives we have, during the lifetime of that Strategy, moved almost entirely from sending residual waste to landfill to using the new Energy from Waste facility at Hykeham. Indeed, we have done this so successfully that the majority of landfill sites in Lincolnshire either have already closed or are likely to close in the near future. Further information regarding this is shown in Table 5-15.

**Table 5-15 Residual Waste Contracts 2017**

Site Type	Site	Operator	2016/17 Input by LWP (Tonnes)	Contract Details
Energy from Waste	Hykeham	FCC Environment	162,716	Ends 2039
Landfill	Colsterworth	FCC Environment	6,738	Closing 2018
Landfill	Kirkby on Bain	FCC Environment	5,511 <sup>i</sup>	Final cell, and will close once filled
Landfill	Leadenham	FCC Environment	0	Site mothballed Reopening in 2018
Landfill	Whisby	FCC Environment	0	Site mothballed Future use to be determined

*i – Includes around 1,400 tonnes of rubble from HWRCs.*

Given the limited future availability of landfill, the high cost of landfill tax, and that landfill sits at the bottom of the Waste Hierarchy, it seems sensible that the LWP aspires in the long term to send zero waste to landfill.

This aspiration, and the fact that the Hykeham EfW does not have the capacity to process the forecasted quantities of residual waste, are reflected in one of our key objectives:

<b>Objective 8.</b>	To make an objective assessment of what further waste processing/disposal capacity is required and, as necessary, seek to secure appropriate capacity.
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## 5.5 Service performance measures

Whilst the statutory reporting of National Indicators was removed in 2011, the percentage of household waste sent for reuse, recycling or composting (former NI 192) remains a generally accepted headline measure of the performance of local authority waste and recycling services.

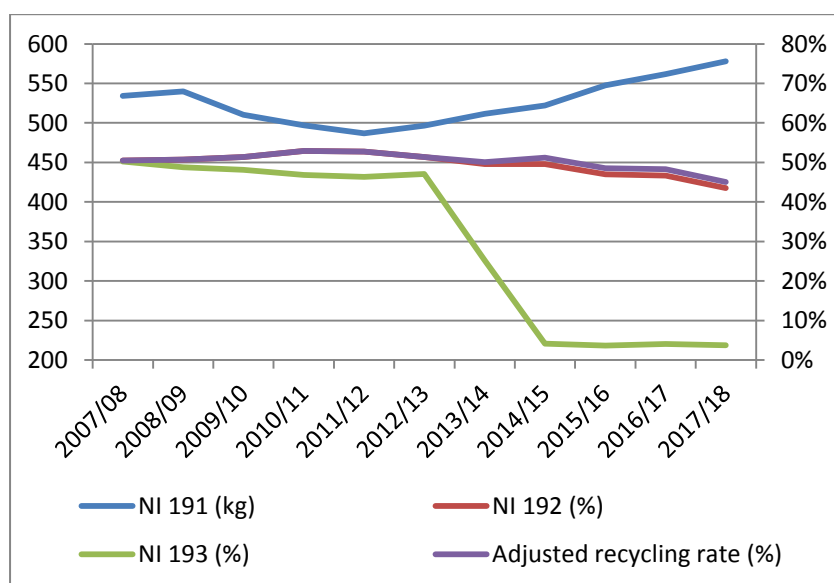
Table 5-16, and the accompanying Figure 5-9, show the County Council's (and thus the LWP's) overall performance against all three of the waste-related former National Indicators:

- NI 191 = Residual Household Waste per Household
- NI 192 = Percentage Household Waste sent for Reuse, Recycling or Composting
- NI 193 = Percentage of Municipal Waste Sent To Landfill

**Table 5-16 National Indicator (NI) performance since 2007/08**

	2007/08		2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
NI191: Residual Household Waste kg per Household	534.1		496.8	486.7	496.7	511.4	522.0	547.6	561.9	578.0
NI192: % HH waste sent for Reuse, Recycling or Composting	50.5		52.9	52.8	51.3	49.6	49.6	47.0	46.7	43.5
NI193: % Municipal Waste Sent To Landfill	50.2		46.8	46.4	47.1	25.2	4.1	3.6	4.0	3.8

**Figure 5-9 National Indicator (NI) performance since 2007/08**



In addition to the three National Indicators, Figure 5-9 also shows an additional measure for recycling performance. Defra have recently announced that the overall UK recycling rate (as reported to the EU) will be measured in a different way. In line with practice in a number of other EU nations, the national rate will include metals recycled from Incinerator Bottom Ash (IBA) such as that generated at our EfW facility. Since this is the basis on which the UK's performance will be measured against the EU target of 50% recycling by 2020, it seems appropriate to record the LWP's performance on the same basis in addition to the official NI192 rate.

Table 5-17 shows this higher recycling percentage alongside our official performance. It should be noted that our recycling rate on that basis would have been around 1.5% higher each year since our EfW facility opened in 2013.

**Table 5-17 Increased recycling performance by inclusion of metals recycled from EfW ash**

	2007/08		2010/11	2011/12	2012/13	2013/14	2014/15	2015/16	2016/17	2017/18
NI192: Percentage HH waste sent for Reuse, Recycling or Composting	50.5%		52.9%	52.8%	51.3%	49.6%	49.6%	47.0%	46.7%	43.5%
Adjusted recycling rate (including metals from EfW ash)	50.5%		52.9%	52.8%	51.3%	50.0%	51.2%	48.5%	48.3%	45.0%

### 5.5.1 Quantity of residual waste (NI191)

Following the introduction of our 2008 Strategy, the weight of residual (non-recycled) waste produced by each household fell significantly. Indeed, the 486.7kg per household which we achieved in 2011/12 was equivalent to 225.8kg per head, which was well on target for achieving our 2008 Waste Strategy Objective of 225kg per head by 2020.

Unfortunately this downward trend ended at that point and we have seen a steady increase to a level even higher than in 2008, with the present figure of 578kg equating to around 261kg per head of residual waste. Although the fall and subsequent rise may partly be a result of the global economic downturn (people buy less and thus throw away less when times are financially difficult) and the subsequent recovery, this is a trend that needs reversing.

**Table 5-18 Residual and total waste vs recycling rate in 2017/18**

	<b>Residual household waste per household (NI191)</b>	<b>Total household waste collected per person (BV84)</b>	<b>Household waste reused, recycled or composted (NI192)</b>
Boston BC	597kg	395kg	35.2%
City of Lincoln	507kg	359kg	35.1%
East Lindsey DC	456kg	384kg	42.1%
North Kesteven DC	521kg	405kg	43.9%
South Holland DC	562kg	331kg	27.2%
South Kesteven DC	506kg	381kg	40.9%
West Lindsey DC	514kg	430kg	46.0%
<b>LWP Total (WCA's + HWRC's)<sup>i</sup></b>	<b>578kg</b>	<b>461kg</b>	<b>43.5%</b>
<i>2016/17 LWP Total</i>	<i>562kg</i>	<i>478kg</i>	<i>46.7%</i>

*i – The LWP total weight is higher than that for the individual WCA's as each WCA figure doesn't include waste collected from their residents at County Council HWRC's.*

It is interesting to note that the two WCA's with the lowest overall recycling rate also have the lowest total waste per person, particularly since the Waste Hierarchy (see section 2.2.1 for details) makes it clear that waste prevention should have a higher priority than recycling.

### 5.5.2 Recycling performance (NI192)

It is clear from the above data that the LWP's headline recycling rate has been in slow decline since a peak of 52.9% in 2010/11. This fall in recycling has been accompanied by an increase in the quantity of residual waste to be disposed of.

Table 5-19 shows the recycling and composting performance of each Waste Collection Authority and across the HWRC network during 2017/18.

**Table 5-19 Recycling and composting performance in 2017/18**

	Household waste reused, recycled or composted (NI192)	Household waste recycled (BV82a)	Household waste composted (BV82b)
Boston BC	35.2%	19.6%	15.6%
City of Lincoln	35.1%	19.1%	16.1%
East Lindsey DC	42.1%	20.1%	22.0%
North Kesteven DC	43.9%	19.1%	24.9%
South Holland DC	27.2%	22.0%	5.2%
South Kesteven DC	40.9%	22.4%	18.5%
West Lindsey DC	46.0%	18.1%	27.8%
<b>LWP Total (WCA's + HWRC's)<sup>i</sup></b>	<b>43.5%</b>	<b>22.2%</b>	<b>21.2%</b>
<i>2016/17 LWP Total</i>	<i>46.7%</i>	<i>24.4%</i>	<i>22.3%</i>

*i – The overall LWP recycling performance is higher than that for most of the individual WCA's as each WCA figure doesn't include waste recycled by their residents at County Council HWRC's.*

The headline figure of 43.5% for the LWP as a whole shows a considerable fall compared to the 2016/17 figure of 46.7%. Two factors have particularly contributed to this fall:

- Composting – Around 5,000 tonnes less garden waste was presented to us. Since we received some 7,000 tonnes less waste in all, it seems possible that weather conditions have generated less garden growth. This is not unprecedented, but the extra composting could have boosted our recycling rate by around 0.8%.
- Recycling – Compositional analysis shows that we continue to see an increased amount of non-recyclable waste presented in our collections of Mixed Dry Recyclables. This is combined with a fall of over 2,500 tonnes in the total quantity presented in those collections.

Whilst the Government no longer sets targets for individual authorities, it should be noted that the UK is currently committed to meeting the EU recycling targets including 50% by 2020 and 65% by 2035. However, there are uncertainties over this as:

- The impact of the UK's exit from the EU is unclear at the time of writing, although it would currently appear that the UK will retain this overall target in some form; and

- Four different calculation methods are available to EU members, and none of these matches exactly with the UK's former NI 192. At least one of the alternatives could significantly improve the headline recycling rate for the LWP as shown in Figure 5-9 and described beneath it.

### 5.5.3 Landfilling performance (NI193)

The main success story during the period of the previous Waste Strategy has been in the way in which we dispose of residual waste, with the percentage of Municipal Waste sent to landfill (NI 193) falling from over 50% in 2007/08 to under 4% in 2017/18. This has been driven by:

- The LWP's commitment to move waste further up the EU Waste Hierarchy; and
- The need to reduce the County Council's annual spend on Landfill Tax.

This success has been achieved through two major initiatives:

- 1) The opening of the new Energy from Waste facility in Hykeham. This now diverts over 150,000 tonnes per annum from landfill, and thus moves it up the Waste Hierarchy from "disposal" to "recovery". The facility has recently received Planning Permission to increase capacity to 170,000 tonnes per annum.
- 2) The recycling of road grit. This diverts around 4,000 tonnes per annum from "disposal" to "recycling".

### 5.5.4 Recycling capture rate for each waste type

One way to identify areas in which recycling performance can be improved is to consider the proportion of the total quantity collected of each material (as listed in section 5.3.3, Table 5-6) which is captured for recycling. This is shown below in table 5-20.

**Table 5-20 Recycling capture rate for each waste stream in 2017/18**

Key

*Green = Above 70%*

*Yellow = Above 50%*

*Red = Below 20%*

	TOTAL Local Authority Collected Waste	Tonnage Reused, Recycled or Composted	Percentage Reused, Recycled or Composted
Card	17,953	12,325	68.7%
Paper	33,898	17,740	52.3%
Plastic Film	19,240	580	3.0%
Dense Plastic	26,930	8,145	30.2%
Textiles	9,847	1,025	10.4%
Glass	19,921	14,528	72.9%
Ferrous	7,626	4,322	56.7%
Non-Ferrous	4,624	2,284	49.4%



	TOTAL Local Authority Collected Waste	Tonnage Reused, Recycled or Composted	Percentage Reused, Recycled or Composted
Misc. Combustible	38,028	10,220	26.9%
WEEE	5,856	4,419	75.5%
Potentially Hazardous	2,181	1,035	47.5%
Misc. Non-Combustible	22,316	14,419	64.6%
Food	48,851	0	0.0%
Garden	82,230	72,619	88.3%
Other Putrescibles	14,613	0	0.0%
Fines	2,298	0	0.0%
Liquids	3,593	0	0.0%
TOTALS	360,005	163,661	

The capture rate for WEEE (electricals), glass and garden waste exceeds 70%. Several other streams exceed 50% recycling: paper, card, ferrous metals, and "miscellaneous non-combustible" (which includes soil and rubble from HWRC's).

At the other end of the spectrum, for those streams marked in red, the capture rate is less than 20%. Whilst some of these streams are, by definition, unlikely to be recyclable (e.g. "fines" are particles of waste which are too small to be identified), other streams show room for considerable improvement – e.g. food waste and textiles.

### 5.5.5 Other ways to measure environmental performance

It is important to note that, in developing this Strategy, a key task has been to reassess whether the former National Indicators represent the best way to measure the performance of the LWP. This review will be included in the Action Plan to accompany this Strategy document, and reflects the need to measure our success in meeting the objectives chosen by the Partnership.

## 5.6 Current waste management costs

In addition to measuring environmental performance, it is essential to measure how well we are meeting the challenges of diminishing budgets.

To enable comparison with historical costs, the costs of waste management in 2017/18 outlined in Table 5-21 are the totals of those formerly reported by each LWP authority as part of the Best Value Performance Indicator regime – BV86 for WCAs and BV87 for WDAs. The table also shows the equivalent 2006/07 cost per household which was included in the 2008 Strategy.

**Table 5-21 Costs of waste collection and disposal for 2017/18**

	Collection Costs (Total across all LWP WCA's)			Disposal Costs		
	Number of Households	Overall cost of collection	£/ HH	Municipal Waste (Tonnes)	Overall cost of disposal	£/ tonne
2006/07	308,931	£15,718,152	£50.88	365,537	£17,270,000	£47.25
2017/18	338,690	£14,879,176	£43.93	360,155	£18,774,000	£52.13

Despite increases in costs due to inflation and other factors, such as fuel tax, we have managed to achieve sufficient efficiency savings to reduce the overall cost of waste collection.

Disposal costs have risen a little overall, but considerable savings have been achieved compared to where we might have been, particularly had we continued to send large quantities of waste to landfill, for which Landfill Tax has increased significantly from £21 per tonne in 2006/07 to over £86 in 2017/18.

## 6 What are we aiming for?

The Partnership has made significant strides forwards during the lifetime of the previous Strategy, particularly in the development of an energy from waste facility to divert non-recycled waste away from landfill. This chapter identifies the challenges faced by the Partnership, currently and over the next few years, and the proposed approach to meeting these challenges.

### 6.1 Strategic objectives

In preparing this JMWMS, the LWP held two workshops to identify their overarching vision and objectives. Details of the process are included in Appendix A.

As a result, and as identified at the beginning of this document, the Partnership has the vision:

***“To seek the best environmental option to provide innovative, customer-friendly waste management solutions that give value for money to Lincolnshire.”***

89% of responses to the public consultation either agreed or strongly agreed with this vision, and a number of comments were received in support of the combined focus on value for money, care for the environment and customer-friendly services.

Opinion was divided as to whether the first priority should be money or the environment. In view of that, the LWP have clarified that they will be seeking **the best environmental option which can be afforded**.

In order to work towards this vision, the Partnership have developed and agreed a set of high-level objectives, which are key drivers for the delivery of this strategy. In line with the vision, each of these objectives is to be considered in the light of the Partnership’s shared values that:

***All Objectives should ensure that services provided under the JMWMS represent the best possible environmental option which gives value for money for Lincolnshire residents.***

The ten objectives, generated at the July 2017 workshops and, where stated, refined through the consultation feedback, are as follows:

<b>Objective 1.</b>	<b>To improve the quality and therefore commercial value of our recycling stream.</b>
This ties in with the EU and UK government commitments to move away from a "make, use, dispose" model towards a more circular economy.	
<b>Objective 2.</b>	<b>To move towards a common set of recycling materials.</b>
The UK government have expressed the view that the large number of different systems cause public confusion, and thus hamper people's ability to put the right things into recycling collections. <b>Consultation:</b> <i>This received considerable support and, in the light of feedback received, it has been strengthened by the removal of the word "consider".</i>	

<b>Objective 3.</b>	<b>To consider the introduction of separate food waste collections where technically, environmentally and economically practicable.</b>
<p>The EU and UK government support food waste collections.  <b>Consultation:</b> Responses were divided as to whether this was a good idea. Supporters pointed out the environmental benefits, whilst others raised practical issues. The addition of "where practicable" allows for these concerns to be addressed, including through the undertaking of trial collections.</p>	
<b>Objective 4.</b>	<b>To explore new opportunities of promoting waste minimisation and of using all waste as a resource in accordance with the waste hierarchy.</b>
<p>The waste hierarchy remains a key driver. This "promoting" will include both communicating with the public and lobbying of government and manufacturers for changes to the wider picture.  <b>Consultation:</b> In line with responses, specific reference is now made to waste minimisation.</p>	
<b>Objective 5.</b>	<b>To contribute to the UK recycling targets of 50% by 2020 and 55% by 2025.</b>
<p>Whilst it could be argued that recycling rate is not a true reflection of environmental performance, it remains the headline measure both at UK and at EU level.  <b>Update:</b> The EU Circular Economy Package has introduced longer-term targets and we will need to respond to how these are featured in Defra's new Resources and Waste Strategy.</p>	
<b>Objective 6.</b>	<b>To find the most appropriate ways to measure our environmental performance, and set appropriate targets.</b>
<p>This will allow us to set targets which address progress towards our objectives rather than just chasing targets for their own sake.</p>	
<b>Objective 7.</b>	<b>To seek to reduce our carbon footprint.</b>
<p>This is a key way to measure the overall environmental impact of the services which we provide.  <b>Consultation:</b> This was strongly supported, particularly if it allows us to measure the impact of transportation.</p>	
<b>Objective 8.</b>	<b>To make an objective assessment of what further waste processing/disposal capacity is required and, as necessary, secure appropriate capacity.</b>
<p>Forecasts are that we will continue to see considerable waste growth, and we need to ensure we have sufficient capacity to handle it in the best way possible.  <b>Consultation:</b> In line with feedback, this has been expanded to include all waste streams rather than just residual (i.e. non-recycled) waste.</p>	
<b>Objective 9.</b>	<b>To regularly review the LWP governance model in order to provide the best opportunity to bring closer integration and the implementation of the objectives set by the strategy.</b>
<p>Whilst the LWP consists of a number of separate authorities, it is essential that we seek ways to work together to achieve the best outcomes for the people of Lincolnshire as a whole.</p>	
<b>Objective 10.</b>	<b>To consider appropriate innovative solutions in the delivery of our waste management services.</b>
<p>It is important not to be held back by sticking with existing practices where something new could improve things.</p>	

## 6.2 The challenges we face

Whilst the move from landfill to energy from waste as the main route for disposal of non-recycled waste has largely overcome the largest challenge identified in our previous Strategy, a number of key issues remain.

The landscape is uncertain as it is unclear what direction the Government's Waste and Resources Strategy, and resulting policy, will take as the UK leaves the European Union, but it seems clear that we will need to address falling recycling rates and increasing waste arisings.

### 6.2.1 Falling recycling rates in Lincolnshire

As indicated in Chapter 5, the Lincolnshire County Council recycling rate (which covers the LWP as a whole) has fallen in recent years from a peak of 52.9% in 2010/11 to 43.7% in 2017/18.

Whilst the overall tonnage collected from kerbside recycling bins has remained relatively stable, we have seen a rise in the percentage of that material which is **not** recyclable. In 2017/18 over a quarter couldn't be recycled, and this continues to rise still further. This includes some recyclables which had been damaged by those non-recyclable wastes – e.g. Paper made wet and dirty by food waste – a situation made worse by more stringent MRF regulation and an increasing emphasis on material quality worldwide.

### 6.2.2 The national and international picture

Defra statistics<sup>12</sup> show that the rate of recycling of waste from UK households has stalled. A small rise in 2016 followed a fall in 2015, meaning that the 2016 rate of 45.2% was very similar to that of 44.9% in 2014.

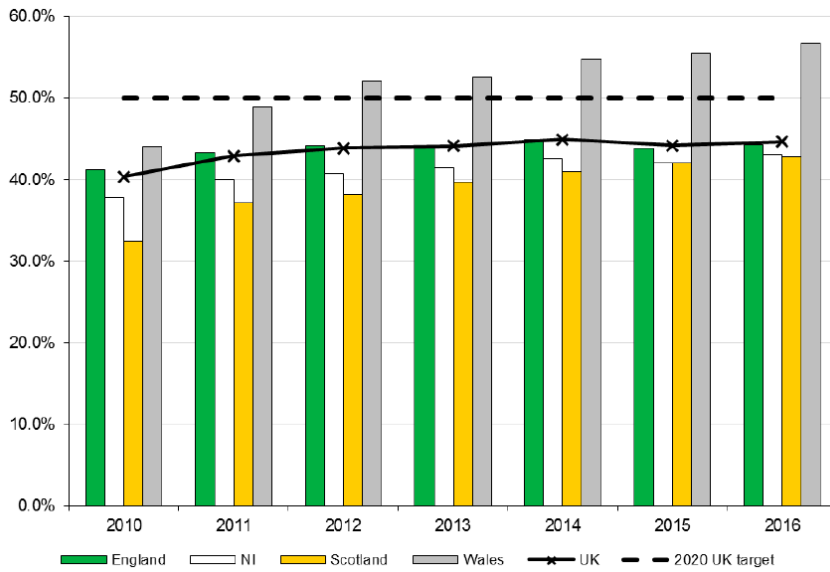
As shown in Figure 6-1, this stalling follows a number of years of growth. It is also interesting to note that the recycling rate for Wales is considerably higher than that in England, and that in Wales things operate very differently, including:

- There is a different method of financing waste management;
- All councils offer separate food waste collections; and
- Some authorities operate three or even four weekly residual waste collections.

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<sup>12</sup> <https://www.gov.uk/government/statistics/uk-waste-data>

**Figure 6-1 Defra chart showing data on recycling from UK households**



This issue is made more complex by uncertainty over what recycling rate we should be seeking to achieve. Our current national target is the EU target of 50% recycling of waste from households by 2020. Beyond that, the EU Circular Economy Package sets targets rising to 65% in 2035. The interim targets are set out in section 3.1.2 of this Strategy.

Following the UK decision to exit the EU, the UK Government seem inclined to retain existing EU-related legislation, but it is unclear whether the 2035 target will apply to the UK. Furthermore, a UK-wide target is not currently binding on individual local authorities.

A further complication is that, as described in section 5.5, the UK's national performance is measured (and reported to the EU) on a different basis to the official recycling rate attributed to individual UK councils and thus to the LWP. Although the LWP has joined in lobbying for this to be rectified, there is no indication that a change is imminent.

### 6.2.3 Growth in waste arisings

As described in Chapter 5, each year usually sees growth in the tonnage of waste for which the LWP is responsible. There are two reasons for this increase:

- Population growth – Lincolnshire’s population grew by more than 5% between 2011 and 2017. See section 5.1 for further details.
- Weight of waste per person – Whilst this stabilised somewhat during the economic downturn, there is concern that this will now resume its historical upwards trend.

This is a particular concern given that our Energy from Waste facility is already operating at close to full capacity and, without a new processing route, any additional residual waste would have to be sent to landfill.

## 7 How will we get there? – Our "Forward Plan"

In order to deliver the aims and objectives to which the Partnership aspires (see earlier chapters), it is essential that work undertaken by each partner organisation is focussed on actions which will further the objectives as set out in this Strategy.

This work is summarised in an Action Plan, the initial version of which has been developed alongside the preparation of this main Strategy document and is included herewith as Appendix D. Once adopted, the Action Plan will be reviewed on a regular basis (see Chapter 8) to ensure that it remains up to date for the lifetime of the Strategy, with additional actions added as work programmes are developed.

This chapter summarises the key themes which will shape our work together over the next few years, and these will guide the ongoing development of our Action Plan. In order to ensure that the LWP's efforts are focussed in the right direction, this chapter includes a table showing the links identified between each theme and each of our strategic objectives.

Also included here is information regarding the key workstreams identified for the initial Action Plan.

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### 7.1 Seeing the wider picture

It is crucial that each LWP partner authority is proactive in seeking to consider their actions in as broad a context as possible. This will feature a number of diverse elements including those shown below.

#### 7.1.1 Developing links with other local authorities

Any local authority is stronger when it learns from and, where appropriate, seeks to work with other councils. We will do this by:

- Strengthening relationships within the LWP
- Working with and learning from authorities outside the LWP

#### 7.1.2 Engaging with the commercial sector

Particularly in a time of reducing council budgets, it is important that we engage with businesses working in the waste sector in order to:

- Seek new opportunities to improve our services or save money
- Seek ways in which we could benefit by being more commercially-minded
- Be more aware of the potential value of the waste which we collect
- Help to fill any processing capacity gaps

#### 7.1.3 Addressing any waste processing capacity gaps

We have already identified some waste streams where there may be insufficient capacity at local facilities. The largest and most pressing of these is that forecasts indicate that our growing

population are likely by 2037 to produce 54,000 tonnes per annum of residual waste above and beyond the capacity of our existing EfW facility.

In order to mitigate against this, particularly in the light of expected growth in Lincolnshire's population, we need to ensure that we:

- Make good forecasts of how much of each waste type we are likely to have
- Promote the development of infrastructure for new and existing waste streams

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## 7.2 Balancing economic and environmental benefits

It is essential that every attempt is made to provide services which give value for money to the people of Lincolnshire, particularly due to the need for prudence with the public purse and ongoing annual reductions to Council budgets. However, it is also important where possible to maximise the positive environmental impacts of how we handle our waste.

The importance of both of these aspects is reflected in their inclusion in the Vision which the Partnership has agreed for this Strategy:

***“To seek the best environmental option to provide innovative, customer-friendly waste management solutions that give value for money to Lincolnshire.”***

### 7.2.1 Ensuring value for money

Providing the best overall value for money for the council-taxpayers of Lincolnshire may mean finding innovative ways to fairly distribute costs and savings incurred by different authorities as part of any service change.

### 7.2.2 Caring for the environment

This will be undertaken in a number of ways, including:

- Following the Waste Hierarchy – This is enshrined in law
- Improving the environmental impact of existing services – e.g. use of heat from the Energy from Waste facility
- Reducing our carbon footprint
- Adopting and promoting “circular economy” thinking
- Considering the use of new and innovative technology

### 7.2.3 Finding the balance in practice

In the light of consultation responses received, including those from partner authorities, the LWP have agreed to assess the benefits of different options by seeking "the best environmental option which can be afforded".



### **7.3 Reviewing what we collect and how**

A key element of the implementation of this Strategy is our response to the WRAP-sponsored work to assess the various options for how each of the LWP's Waste Collection Authorities operate their collection services. The decision-making process will need to feature a variety of elements such as:

- Evaluating the business case – Do the finances stack up?
- Focusing on streams with the most economic and/or environmental value
- Identifying barriers and how to overcome them – e.g. startup costs of service changes
- Considering the introduction of new collections – e.g. food waste
- The impact on collection rounds and collection vehicles
- The disposal both of the new collections and of other streams affected by the removal of some material

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### **7.4 Getting our messages across**

It is essential that we communicate well so that we, as Councils, are not acting in isolation. This means developing plans for how to deliver key messages:

- To the users of our waste services – e.g. What to put in which bin
- To the national Government – Influencing national strategy and policy to tie in with our own
- To other stakeholders – Parish Councils, Environment Agency, etc
- To the commercial sector – To waste producers and waste businesses

Communicating with the public is particularly important, particularly in the event of any changes to services. Indeed, this ties in directly with our strategic vision by making our services more customer-friendly, and by making it as easy as possible for people to help us to protect the environment and to provide value for money.

In communicating these messages it is important that, as well as explaining what we would like the public to do, we also explain why – i.e. how it will help to achieve our strategic objectives.

Table 7-1 Linking themes with strategic objectives

Theme/Project	Obj.1	Obj.2	Obj.3	Obj.4	Obj.5	Obj.6	Obj.7	Obj.8	Obj.9	Obj.10
<b>Seeing the wider picture</b>										
Developing links with other local authorities – Strengthening relationships within the LWP		Y							Y	
Developing links with other local authorities – Working with and learning from authorities outside the LWP						Y		Y	Y	Y
Engaging with the commercial sector – Seek ways in which we could benefit by being more commercially-minded	Y			Y						Y
Engaging with the commercial sector – Be more aware of the potential value of the waste which we collect	Y	Y		Y						
Engaging with the commercial sector – Help to fill any processing capacity gaps			Y	Y				Y		
Addressing any waste processing capacity gaps – Make good forecasts of how much of each waste type we are likely to have	Y		Y					Y		
Addressing any waste processing capacity gaps – Promote the development of infrastructure for new waste streams	Y		Y	Y			Y	Y		
<b>Balancing economic and environmental benefits</b>										
Ensuring value for money	Y		Y	Y						Y
Caring for the environment – Following the Waste Hierarchy				Y			Y			
Caring for the environment – Improving the environmental impact of existing services	Y			Y	Y	Y	Y			
Caring for the environment – Reducing our carbon footprint							Y			
Caring for the environment – Adopting and promoting “circular economy” thinking	Y			Y						Y
<b>Reviewing what we collect and how</b>										
Evaluating the business case			Y	Y						
Focusing on streams with the most economic and/or environmental value	Y	Y		Y						
Identifying barriers and how to overcome them	Y	Y	Y		Y					Y
Considering the introduction of new collections				Y	Y		Y			
<b>Getting our messages across</b>										
To the Lincolnshire public					Y					
To the national government					Y	Y				
To other stakeholders – Parish Councils, Environment Agency, etc			Y		Y	Y				
To the commercial sector – To waste producers as well as waste businesses	Y	Y	Y	Y	Y			Y		Y

## 7.5 Key workstreams for initial Action Plan

The initial Action Plan has been developed on behalf of the LWP by an Officer Working Group including representatives from each partner council.

Six separate streams of work have been identified to enable us to begin to work towards the objectives identified in this Strategy. In the initial Action Plan, attached as Appendix D, each workstream is listed with one or more specific actions which relate to it.

Further details of each workstream, and how it relates to our objectives, are listed below.

<b>7.5.1 Strategic Review of Kerbside Mixed Dry Recycling Collection and Disposal</b>	
<b>Scope:</b>	To investigate the feasibility of ‘harmonising’ the countywide kerbside MDR mix to find the most effective balance between reducing residual waste, increasing recycling rates, reducing contamination and maximising the value of our recycle, taking into account household/population growth forecasts.  In line with Consultation feedback, this workstream will also include: <ul style="list-style-type: none"> <li>• A communications campaign to ensure that the public are well-informed about the service, and the part they can play in its success; and</li> <li>• A review of Household Waste Recycling Centres and how they tie in with kerbside services.</li> </ul>
<b>Supports:</b>	Objectives 1,2,4,5,7,8 and 10

<b>7.5.2 Food Waste Trial</b>	
<b>Scope:</b>	A wide range of operational waste issues are being considered as part of the development of the Joint Municipal Waste Management Strategy. To assist in increasing the capacity at the Energy from Waste facility, one of these proposals is the potential for a countywide food waste collection and recycling service.  It has therefore been decided to undertake a food waste trial in selective locations within South Kesteven District Council (SKDC), to cover urban, rural and semi-rural areas, totalling some 4733 properties.
<b>Supports:</b>	Objectives 1,2,3,4,5,7,8 and 10

<b>7.5.3 Strategic Review of Options for Continuous Improvement for Waste Collection and Disposal Arrangements in Lincolnshire</b>	
<b>Scope:</b>	To identify the most efficient and effective collection and disposal methods for managing the County’s municipal waste. This will be a “theoretical” exercise ensuring existing arrangements are NOT taken into account. All collection and disposal methods will be considered.
<b>Supports:</b>	Objectives 7,8,9 and 10

<b>7.5.4 Location of additional processing/disposal sites</b>	
<b>Scope:</b>	To identify high users of energy within Lincolnshire, both current and anticipated through Local Plans and other plans, so consideration can be given to investigate the opportunities for appropriate waste infrastructure and deliver a co-ordinated effective and efficient waste collection/disposal service, including for future growth.

	This will also assist in the consideration of the financial aspects through the local energy produced and ensuring that the infrastructure is environmentally friendly by reducing carbon mileage.
<b>Supports:</b>	Objectives 7,8 and 10

<b>7.5.5 Choosing performance indicators appropriate to measure environmental performance</b>	
<b>Scope:</b>	To identify a suite of performance indicators which give a clear way of measuring our environmental performance, including our carbon footprint. This will allow us to measure our progress towards our strategic objectives.
<b>Supports:</b>	Objectives 6 and 7

## 8 The next steps: Monitoring, implementing and reviewing the strategy

To help identify the best option for managing our waste in the future, we have begun to:

- Assess options for our waste collections; and
- Consider the disposal implications of those collection options.

However there are further considerations required to ensure the strategy can be implemented successfully to meet our shared strategic objectives.

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### 8.1 Monitoring the strategy

In order to know how well we are meeting our strategic objectives, it is important to establish and report on appropriate measures.

The key measures which are currently reported to the Partnership include:

- Percentage of household waste sent for reuse, recycling or composting (formerly a National Indicator, NI 192) – This is particularly important as it reflects our contribution to the national recycling target.
- Total tonnage of residual (non-recycled) waste – This is important as it reflects how well we are doing in implementing the waste hierarchy, both by recycling and through waste minimisation.

As a result of our new strategic objectives, and in line with Objective 6, new measures will need to be considered in order to monitor key issues such as our combined carbon footprint. The development of a new suite of measures is included in the Action Plan to accompany this Strategy, and will help us to pursue our Vision “to seek the best environmental option to provide innovative, customer-friendly waste management solutions that give value for money to Lincolnshire.”.

In developing new measures, such as carbon emissions, it is important not to lose sight of the big picture, such as:

- Advances we have made over the last few years – e.g. Compare performance not just with current services but also with where we would be if we landfilled everything.
- Side benefits of our services – e.g. Use of the energy generated at the EfW facility.

Once a suite of performance indicators has been agreed, these will be regularly reported to the LWP, with statistical data accompanied by sufficient commentary that informed decisions can be made on any necessary changes to service provision or to future versions of the Action Plan.

## 8.2 Implementing the strategy

### 8.2.1 Funding and support

Due to council budgets reducing, and the need to adopt more sustainable waste management practices, further pressure will be placed on service budgets. While the Partnership has begun to identify ways in which our combined services might be improved, these will need to be considered pragmatically in the light of the available budget. The Partnership will also need to actively seek any funding opportunities, whether from Government or otherwise, which can help us to afford to undertake work in support of the Objectives identified in this Strategy.

### 8.2.2 Partnership working

To ensure the Partnership continue to improve services and develop efficiencies it is essential to work together to deliver the strategy. Working together enables the collection and disposal requirements to be coordinated to ensure that future collection service provision is provided with adequate treatment and disposal infrastructure.

In accordance with Objective 9, we are committed:

*To regularly review the LWP governance model in order to provide the best opportunity to bring closer integration and the implementation of the objectives set by the strategy.*

### 8.2.3 Implementing the strategy

The Partnership has made a commitment to implement this strategy and has recognised that significant changes are required over the next 10 years. To deliver these changes an action plan has been prepared by the Partnership which clarifies the actions and tasks required to meet the objectives as set out in the Strategy.

The delivery of tasks within the action plan will need to be monitored and reviewed annually to ensure the Partnership will deliver the targets it sets itself through this Strategy. Where significant changes occur, the action plan will be updated accordingly.

The action plan establishes how the Strategy will be delivered, considering what will be required by the Partnership in terms of:

- Action required to deliver waste minimisation and further increase recycling and composting;
- Future changes or improvements to collection services (residual waste, dry recycling, garden waste and potential food waste); and
- Investments required to deliver future residual waste treatment facilities and additional recycling infrastructure.

### **8.3 Reviewing the strategy**

This Strategy will need to be regularly reviewed in order to ensure that our shared objectives remain appropriate, and to change them if necessary. This will, in line with government guidance, happen at least every five years, meaning that the LWP will undertake an initial review by 2023 at the latest.

This will be particularly important in the light of any changes to the operational and legislative landscape, including:

- The UK's departure from the European Union, and any changes in UK waste legislation and policy which arise from that; and
- The level of funding provided to each Authority by the UK Government.

As previously stated, the accompanying Action Plan will also be regularly reviewed to enable us to continue to meet our objectives.

## **Appendix A – Development of Vision & Objectives**

As a joint Strategy, shared by all LWP partner authorities, an important part of the strategy development process was to ensure early involvement from all.

Two workshops were held in July 2017 at which partners had a series of discussions through which a shared Vision and Objectives were agreed. Full details of these workshops, and the output from them, are shown in the attached report.

With the addition of a 10<sup>th</sup> Objective to reflect the LWP's desire to seek innovative solutions, this Vision and Objectives were presented in the Consultation Draft of the JMWMS, and were generally well received. In response to feedback received, the agreed Objectives have been updated, although each one still retains the theme which was set out at the original workshops.





Ricardo  
Energy & Environment

# Lincolnshire Waste Partnership Joint Municipal Waste Management Strategy Workshops

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Report for Lincolnshire Waste Partnership  
Lincolnshire Waste Partnership JMWMS

ED 10614 | Issue Number 1 | Date 03/08/2017

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**Lincolnshire Waste Partnership**

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# The Lincolnshire Waste Partnership – Joint Municipal Waste Management Strategy Workshops

## Introduction

As the Lincolnshire Waste Partnership's (LWP)'s only Waste Disposal Authority (WDA), Lincolnshire County Council (LCC) has taken responsibility for the project management of the review of its current Joint Municipal Waste Management Strategy (JMWMS).

In order to ensure that the JMWMS is jointly owned by all the authorities in the LWP, the WDA arranged two workshop sessions, to which each LWP member authority was invited. These were designed to encourage input from across the LWP in formulating the Visions and Objectives of the Strategy through the capture of a balance of views from across the LWP member authorities.

The Workshops were held at the Hykeham Energy from Waste Visitor Centre.

The first Workshop, on 6th July 2017, was titled "What do we want to achieve?" and aimed to reach agreement on the Vision and broad brush Objectives for the JMWMS.

The second Workshop, on 20th July 2017, was titled "How do we achieve it?" and aimed to develop a framework for the action plan.

The Workshops were Chaired and facilitated by Ricardo Energy & Environment, to provide an independent voice, with the aim of ensuring all attendees were able to voice their opinions, concerns, experience and ambitions. A key aim of the workshops was to ensure that the JMWMS is equally informed by input from all eight LWP authorities.

Over twenty delegates from the eight authorities (Boston Borough Council, City of Lincoln Council, East Lindsey District Council, North Kesteven District Council, South Holland District Council, South Kesteven District Council, West Lindsey District Council, and Lincolnshire County Council) attended each workshop to contribute to the discussion and put forward their views. A list of the attendees at each workshop can be found at Appendix 1.

## Workshop Methodology

Each workshop commenced with a briefing from the Chair outlining the overarching process of developing the Strategy, and consideration of legislative and political constraints, opportunities and other influencing factors impacting on the Strategy. Attendees were then invited to contribute to discussions regarding challenges and opportunities and their priorities for the Partnership.

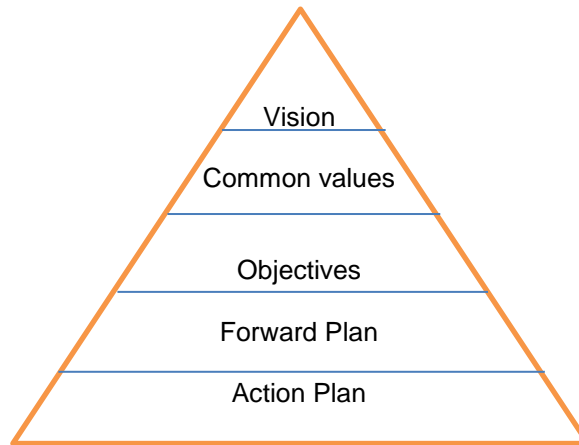
To facilitate discussion, a Scoping Paper had been prepared, setting out the broad Objectives as identified by the County Council. Additionally, information had been compiled to summarise the aims of the current (2008) Strategy, and performance indicators demonstrating performance across the original ambitions.

The Agenda for each Workshop was designed to provide enough time for a thorough analysis of the Scoping Paper, with the option of changing, adding, revising, removing or redesigning each of these elements.

The workshops utilised a combination of group discussions, break-out sessions and summary deliberations to scope the issues, challenges and opportunities, whilst identifying the key priorities for the LWP.

## Summary of Outcomes

During the discussions, a general structure of elements of the Strategy began to form: this is illustrated below:



Discussions regarding each of these elements are set out in the following sections.

### 1. Vision

At the second workshop, the Vision for the Strategy agreed in Workshop 1 was re-presented to the group and agreed:

#### **Vision for the Lincolnshire Joint Municipal Waste Management strategy**

***“To seek the best environmental option to provide innovative, customer-friendly waste management solutions that give value for money to Lincolnshire.”***

### 2. Objectives

At the second workshop, attendees considered the revised Strategic Objectives. All comments, considerations, concerns and criticisms from Workshop 1 had been recorded, and these were used to thoroughly revise the Objectives in line with the Workshop’s overall feedback and input. Subsequently, these revised Objectives had been circulated by e-mail for further feedback. Comments were generally positive, but further comments were received, and these had been incorporated into a third iteration of each Objective where necessary. Some Objectives had been combined or removed, as they were considered actions.

Attendees at the second workshop analysed, considered and amended each Objective, until agreement was reached on the final iteration of each one. A summary of the evolution of the Objectives, from Scoping Paper to final iteration, can be found at Appendix 2.

Throughout the review of the list of Objectives, it became clear that two over-riding elements were being repeated, and were in danger of making the Objectives unnecessarily wordy and repetitive. It was thus agreed that these two over-riding values should be applied when considering any of the other Objectives.

A hierarchy was thus agreed whereby the LWP will have its vision, underneath which are the elements which describe the values which inform each of the Objectives.

**All Objectives should ensure that services provided under the JMWMS represent the best possible environmental option which gives value for money for Lincolnshire residents.**

The agreed Objectives will thus all be subject to these overarching approaches, which clearly tie in with the "value for money" and "environmental" aspects of the Vision.

The discussions around the common values developed a preference for ordering the Objectives to reflect the priority order of: value for money; environmental outcomes; and other Objectives.

In the light of the comments from attendees, to reflect this approach, the financial Objectives move to the top of the list, whilst the environmental Objectives follow, ordered by their position in the Waste Hierarchy. This leaves the LWP governance review as the final Objective, recognising that it is currently less of a priority as a review was done in 2016.

The revised list of Objectives in the Summary reflects the revised ordering agreed.

#### **The draft agreed Objectives:**

- 1. To improve the quality and therefore commercial value of our recycling stream**
- 2. To consider moving towards a common set of recycling materials.**
- 3. To consider the introduction of separate food waste collections**
- 4. To explore new opportunities of using all waste as a resource in accordance with the waste hierarchy.**
- 5. To contribute to the UK recycling target of 50% by 2020.**
- 6. To find the most appropriate ways to measure our environmental performance, and set appropriate targets.**
- 7. To seek to reduce our carbon footprint.**
- 8. To make an objective assessment of whether further residual waste recovery/disposal capacity is required and, if necessary, seek to secure appropriate capacity.**
- 9. To regularly review the LWP governance model in order to provide the best opportunity to bring closer integration and the implementation of the Objectives set by the Strategy.**

It was noted that further editing of the Objectives may be necessary as a result of the Strategic Environmental Assessment (SEA) and Public Consultation processes, as well as any changes in external factors between now and the adoption of the Strategy.

### **3. Forward Plan**

Attendees at the 2<sup>nd</sup> workshop were briefed on the need to develop a Forward Plan as part of the main JMWMS document. This Plan will summarise the types of strategic action required to fulfil the agreed objectives.

Whilst discussions at both workshops largely only focussed as far down as the objectives, those discussions did identify a number of types of action required to achieve the agreed Objectives.

The list attached as Appendix 3, prepared by the County Council, was intended to be shared at the 2<sup>nd</sup> workshop, but the planned session to discuss and revise it was superseded by the need to talk about specific and urgent actions regarding one of the objectives – the introduction of food waste collections.

This list will be circulated in a format which allows for further comment and for the addition of other proposed action types for the Forward Plan.

## 4. Strategic Action Plan

The initial Action Plan will be a separate document developed from the JMWMS Forward Plan. This will differ from the Forward Plan in that it will:

- 1) Be more detailed – i.e. who will do what and by when.
- 2) Contain targets and activities which are "SMART" – i.e. Specific, Measurable, Achievable, Relevant and Time-based.
- 3) Cover only the first year of the Strategy's lifetime – It will be reviewed annually thereafter.

Work on the Action Plan will begin once the Forward Plan has captured the types of action which are required to meet the agreed strategic objectives.

## Food Waste Collections

Having said that work on the Action Plan is to begin later, discussions planned to happen at Workshop 2 regarding actions to go into the Forward Plan were postponed in light of the urgent requirement for movement on the assessment of food waste collections, as identified by elected Members meeting together prior to Workshop 2.

Work is underway, including as part of the WRAP-sponsored assessment of collections consistency, to identify and allocate the necessary actions, including:

- Assessment of the costs to introduce collections.
- Assessment of the possible disposal savings.
- Consideration of a pilot project to begin as soon as possible.
- Information-gathering from other authorities who have introduced such collections.
- Visits to see possible vehicles for doing the collections.

This work will need to be monitored, recorded, and included in the JMWMS documentation.



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## Appendix B – Consultation Feedback

A formal consultation process was undertaken from 4<sup>th</sup> April to 2<sup>nd</sup> July 2018. This appendix summarises the results of that consultation and its influence on the final version of the JMWMS.

### Summary

The draft strategy was generally well received, and responses to the consultation indicated a high level of support for the overall direction of the JMWMS. Specifically, of the 147 responses to the survey:

- 89% agreed or strongly agreed with the vision we have set out
- 75% agreed or strongly agreed that the proposed objectives can achieve that vision

Many of the comments received tied in with the vision which we have set out, agreeing that the LWP should:

- Ensure value for money;
- Care for the environment; and
- Provide customer-friendly services.

Other comments suggested areas in which the JMWMS could be strengthened or revised. Examples of how these are reflected in the revised version of the JMWMS are shown below.

Feedback received	How revised JMWMS reflects this
Specific actions need to be identified to show how the LWP will work to achieve their objectives.	An initial Action Plan has been produced and is attached as Appendix D. This Action Plan will be reviewed on an annual basis to ensure it remains up to date and effective.
Better publicity is needed to ensure that people know what to put into which collections.	The Action Plan includes: <ul style="list-style-type: none"> <li>• A review to try to simplify our collection schemes; and</li> <li>• A communications campaign.</li> </ul>
Opinion was divided over whether food waste collections were a good idea.	The Action Plan includes undertaking a trial to assess the effectiveness of food waste collections. This trial, which actually began in June 2018, will enable decisions on possible wider collections to be based on real data.

### Consultation process

As part of the waste strategy and SEA process there is a statutory requirement to undertake consultation. Furthermore, consultation enables the LWP to take into account the views of the public and other stakeholders in the final JMWMS.



It is recommended that the consultation period lasts for 90 days, but this is not statutory. The public were consulted on the proposed draft strategy and the draft environmental report, which presents the outcomes of the Strategic Environmental Assessment (SEA).

There are numerous consultation methods available and each authority is free to choose how their consultation is undertaken.

### **Consultation methods selected**

The LWP chose to carry out a formal consultation between 4<sup>th</sup> April and 2<sup>nd</sup> July 2018 (90 days). The documents made available during the consultation period were:

- The full draft strategy and appendices
- Summary of the strategy
- Draft environmental report and its appendices

The consultation took the following forms:

- Publicising the consultation
- Web-based consultation documents and questionnaire
- Paper documents and questionnaire (available on request)
- Libraries and LWP council offices
- Face to face briefings for Elected Members at LWP councils

### **Publicising the consultation**

In order to reach as wide an audience as possible, a variety of means were used to publicise the consultation, including:

- Press releases – These were taken up and published by a number of media outlets
- Social media advertisements – Facebook and Twitter
- Direct emails to key groups
  - Statutory SEA consultees (Environment Agency, Natural England & Historic England);
  - Parish Councils in Lincolnshire;
  - A variety of waste-related businesses in Lincolnshire; and
  - Neighbouring councils.

### **Questionnaire – Web-based approach**

In the light of the aims set out in the vision – to protect the environment and provide value for money – it was decided that the focus of the consultation should be online rather than producing large numbers of paper copies.

Local residents and any other interested parties could access all consultation documents through the Recycle for Lincolnshire area of the Lincolnshire County Council website. A web-based questionnaire was provided to invite views on key topics, the benefit being that, as well as receiving comments, it provided statistics giving an indication of overall opinion. Also, a dedicated email account ([wastestrategy@lincolnshire.gov.uk](mailto:wastestrategy@lincolnshire.gov.uk)) was provided for other feedback and queries.

In total 147 completed questionnaires were completed, including five which were received in paper form and typed in by council staff. The results are summarised later in this appendix.

### **Questionnaire – Paper copies**

Whilst our preferred engagement method was online, the website made it clear that we were happy to send out on request paper copies of any or all of the documents. A number of items were sent out in the post but, unfortunately, only five paper questionnaires were returned.

### **Questionnaire – Libraries and LWP council offices**

Aware that not everyone has access to the internet, and in order to reach as wide an audience as possible, paper copies of key documents were sent out for display in public locations around the county:

- The main office of each of the eight LWP partner councils; and
- All 15 of the County Council's core public libraries.

In addition to a single reference copy of the full JMWMS and a poster advertising the consultation, each location received several copies of the following which could be taken away:

- A brief summary version of the JMWMS document – Essentially Chapter 1, including how to access the full documents and how to respond;
- The consultation response form; and
- A Freepost return envelope.

### **Face to face briefings for Elected Members at LWP councils**

Between them, Councillors are the elected representatives of every member of the public in Lincolnshire. In order to ensure the JMWMS captures the views of the wider Membership of each Council, representatives of the LWP visited each of the eight LWP councils to give a face to face briefing, and to invite them to submit a formal consultation response. These responses are summarised later in this appendix.

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## **Questionnaire results**

The questionnaire consisted of 10 questions which, for clarity, are divided below into four sections. Several questions came as a pair with a selection list for the first part (to allow for statistical analysis) and a follow-up question asking for further information.

It was decided not to ask for any personal details so that answers could remain truly anonymous. This also avoids possible issues under Data Protection legislation as it would be difficult to justify that such information was necessary.

The following responses almost all were submitted online. The five paper copies received was typed into the online form by a member of council staff to allow them to be included in the statistical reporting.

## Responder details

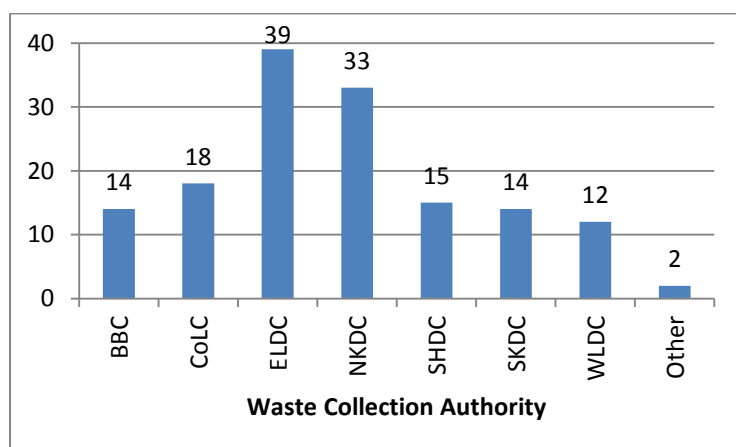
### **1. In what capacity are you responding to this survey?**

We have managed to obtain the views of a significant number of Lincolnshire residents. Unfortunately we have not heard much from other groups.

	Responses	Notes
Lincolnshire Resident	126	Also received seven responses via email
County Councillor	2	The County Council also responded via formal Council submission – see later in this appendix
District Councillor	6	All seven District Councils also responded via formal Council submission – see later in this appendix
Parish/Town Councillor	5	Also received two Parish Council responses via email
Waste business employee/owner	4	Also received two responses via email
Neighbouring authority representative	0	Details sent to all neighbouring authorities. None used the survey, but two responded directly by email.
Other	4	All were formal responses from LWP partner authorities. Also received three "other" responses via email
<b>TOTAL</b>	<b>147</b>	

### **2. In which area do you live or are you/your organisation based?**

Whilst some areas are better represented than others, we have managed to get multiple responses from every area within Lincolnshire. The two "other" responses were people who did not answer this question.

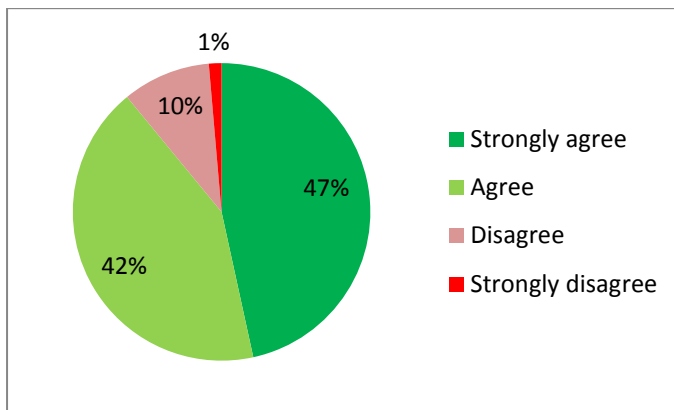


## Contents of draft JMWMS

### **3. Do you agree or disagree with the Lincolnshire Waste Partnership's vision for this Strategy?**

89% of responders agree or strongly agree with the vision as set out in the draft JMWMS:

"To seek the best environmental option to provide innovative, customer-friendly waste management solutions that give value for money to Lincolnshire".



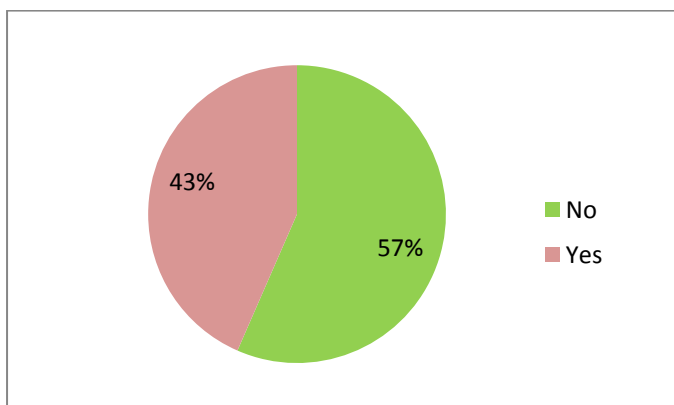
#### ***Why have you answered this way?***

Concern was expressed that the vision was too long, and that balancing the contrasting elements could be used as an excuse for poor performance – e.g. 'it was innovative but too expensive' or 'it was effective but not customer friendly'. It was also suggested that the vision should mention waste minimisation.

As with other questions, comments not directly related to this question will be included in the list of "comments received" given later in this Appendix.

### **4. Are there any key issues, other than those we have identified, which should be driving our Waste Strategy?**

43% of responders believed other issues should be considered.

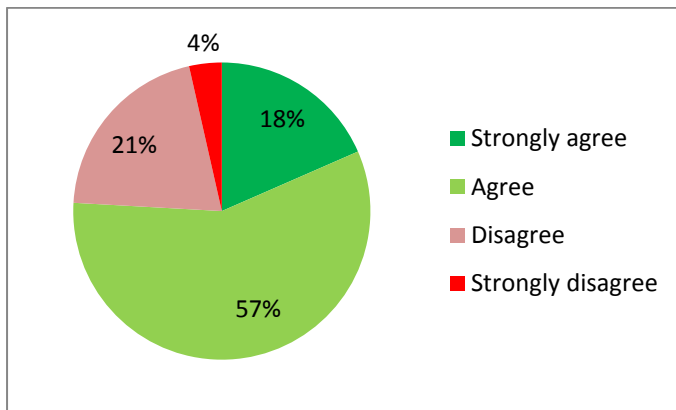


***If you answered "no", then what else should we include?***

Due to the wide range of suggestions, proposed additions are included in the list of "comments received" given later in this Appendix.

***5. Do you agree or disagree that the objectives we have set out will enable us to meet the challenges we face and therefore achieve our vision?***

75% of responders agree or strongly agree with this.



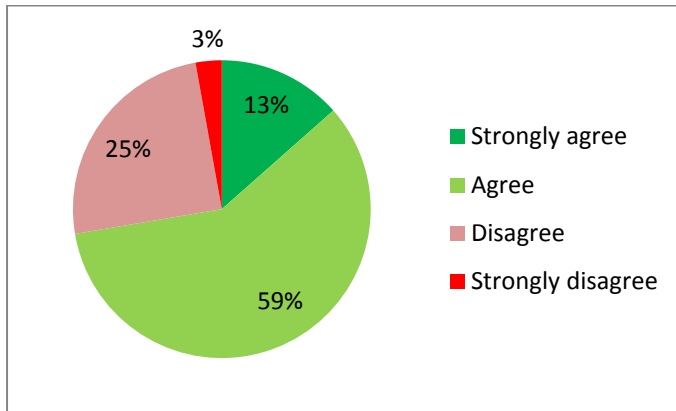
***Why have you answered this way?***

Those who disagreed expressed a variety of concerns and suggestions, including:

- Funding – Need to lobby central government for more funding
- Commit more – Should say what we'll do, not "consider" or "seek to"
- Food waste collections – Not convinced of the environmental or financial benefits
- Costs – Need to think long-term savings even if it means extra costs now
- Commercial waste – Need to consider this, not just household waste
- Education – Need better communications to educate the public

**6. Do you agree or disagree that our Forward Plan, as described in Chapter 7, contains all the actions we need to achieve our objectives?**

72% of responders agree or strongly agree with this.



**Why have you answered this way?**

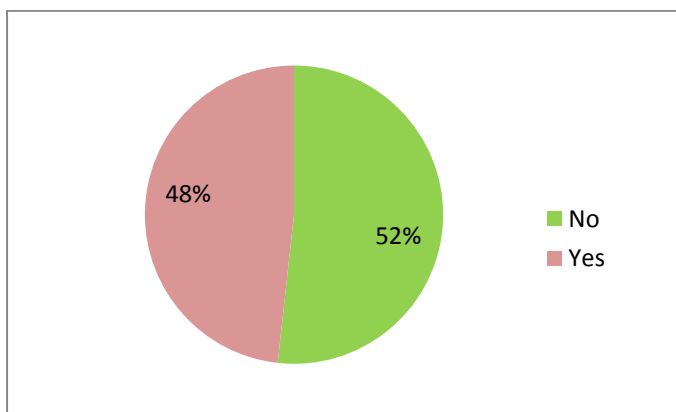
There were multiple responses along similar lines:

- We need to state a more specific list of actions
- We need to communicate better with the public

Other comments have been grouped together and included in the list of "comments received" given later in this Appendix.

**7. Do you have any specific concerns about the strategy?**

48% of responders have specific concerns.



**If you answered "yes", please tell us what concerns you have.**

Due to the wide range of concerns expressed, these are included in the list of "comments received" given later in this Appendix.

## **Equality issues**

The Equality Act 2010 places organisations under a duty to ascertain how people with 'protected characteristics' are impacted by an organisation's activity, and how steps may be taken to mitigate or eliminate adverse impact(s).

### ***8. Do you think the draft strategy could have a positive or negative impact on you (or someone you care for or support) due to any of the following?***

	<b>Positive Impact</b>	<b>No Impact</b>	<b>Negative Impact</b>	<b>Don't Know</b>
Age	14%	47%	19%	20%
Sex (male/female)	9%	69%	6%	16%
Disability	9%	43%	21%	27%
Sexual orientation	6%	73%	2%	19%
Pregnancy and maternity	9%	55%	13%	22%
Marriage and civil partnership	8%	72%	2%	18%
Race (ethnicity)	5%	72%	4%	19%
Religion or belief	6%	73%	2%	18%
Gender reassignment	5%	73%	2%	20%

There was a general feeling that, for most people groups and particularly for future generations, the impact would be positive. However, there were three categories for which more people identified a negative impact than a positive one:

- Age
- Disability
- Pregnancy and maternity

The opportunity was given to identify other specific groups who could be impacted. The only other group suggested was residents of terraced properties, and the impact suggested has been included in the table below.

Also, some respondents expressed concern that, until the Action Plan identifies specific service changes, it is not possible to identify possible impacts.

### ***If you have identified a potential impact, how would the proposed strategy impact you (or someone you care for or support) and how could any negative impacts be reduced?***

The comments made in this section have been added to the Equality Impact Analysis which is being undertaken to accompany the JMWMS. The below summarises the responses received, including suggestion mitigation for negative impacts. These impacts, and appropriate mitigation, will be considered in putting the JMWMS into action.

NB – The impacts listed are those identified in consultation responses and, in some cases, it is not clear what the perceived impact actually is.

Negative Impact	Groups affected				Mitigation
	Age	Disability	Pregnancy and maternity	Other	
Confused by service changes	Y	Y	Y	Race (language)	Focused communications through a variety of methods
Difficulty moving heavy wheelie bins	Y	Y	Y	Sex (did not specify which)	Assisted collections
Repeated emptying of kitchen caddy	Y	Y	Y		Small kitchen caddy with liner
Possible infection from decaying food	Y	Y	Y		Lidded kitchen caddy; exterior bin; weekly collections
HWRC / bring bank access	Y	Y	Y	Sex ("parents with children and single parent families being more likely to be female")	Proactive assistance from site staff
Access to plastic recycling if kerbside service removed due to Deposit Return Scheme		Y			Consideration of alternative service if this happens
Nappies & formula milk produce extra waste			Y		Response suggested: "Promote breast-feeding and reusable nappies"
Lack of space for storing multiple bins				Residents of terraced properties	Consideration of alternative service

In addition to the specific negative impacts which were identified, it has also been noted that a number of other respondents also expressed, in the text of their answers to other questions, the view that age could be an issue, and that the LWP need to ensure that services are accessible to everyone.

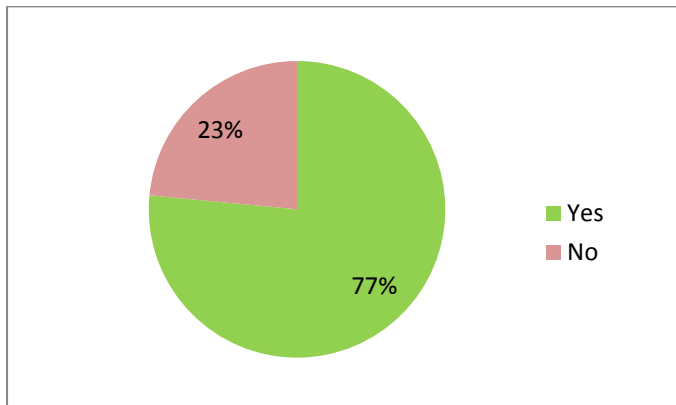


## **Strategic Environmental Assessment**

The remaining questions related to the Environmental Report which accompanies the JMWMS. This was prepared as part of the Strategic Environmental Assessment, a process which we are required to undertake alongside the development of the JMWMS itself.

### ***9. Does the Environmental Report correctly identify the likely significant effects of the draft Joint Municipal Waste Management Strategy?***

77% of responders said "yes".



#### ***If you answered "no", please tell us what else you think should be included.***

Most of those who answered "no" said that the Environmental Report was too long and too complicated to read. Unfortunately the SEA process is prescribed by legislation, and the contents of the Environmental Report reflect that process. We have endeavoured to take the SEA results into account in writing the JMWMS.

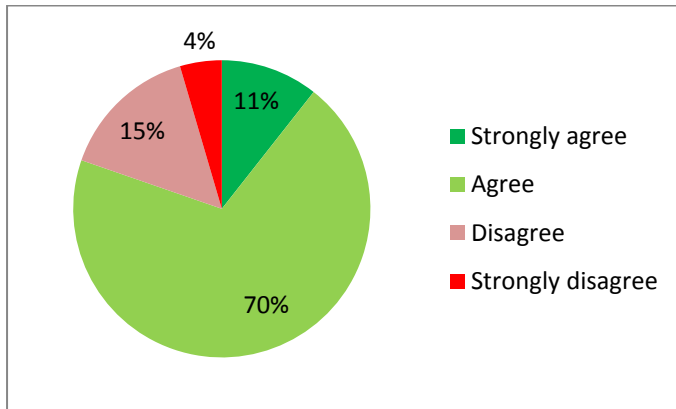
Others said that the SEA is difficult to assess without seeing the Action Plan which will accompany the JMWMS. Potential environmental impacts will indeed be considered in developing the initial and future Action Plans. This will include the location of potential new waste facilities, which was another topic raised.

One responder was concerned that there is not enough focus in the SEA on climate change and carbon emissions. This was raised in other responses with regard to the overall JMWMS, and is reflected in our objective "to seek to reduce our carbon footprint".

Other responses to this question raised concerns about the JMWMS in general, and these are included in the list of "comments received" given later in this Appendix.

**10. Do you agree or disagree that the draft JMWMS has sufficiently taken account of the information provided in the Environmental Report?**

81% of responders agree or strongly agree with this.



***If you disagree, please tell us what else you think should be taken into account.***

Those who "strongly disagree" all expressed concern over the length and complexity of the Environmental Report, as did several of those who "disagree". As already stated, this is necessary due to how the SEA process is prescribed by legislation.

Other responses to this question mirror concerns raised in response to earlier questions, and these are included in the list of "comments received" given later in this Appendix.

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## **Comments received**

### **Formal responses from LWP partners**

As previously stated, in order to ensure the JMWMS captures the views of the wider Elected Membership of each Council, representatives of the LWP visited each of the eight LWP councils to give a face to face briefing. Each council was invited to submit a formal consultation response.

The following provides a summary of those responses.

Five responses were submitted in the form of the same questionnaire as used by the public. These are included in the statistical results shown above, and are summarised below.

<b>3 – Do you agree or disagree with the Lincolnshire Waste Partnership's vision for this Strategy?</b>
3 x Strongly agree (1 further partner said "strongly agree" in their non-questionnaire response) 1 x Agree 1 x Disagree – "Not specific enough"
<b>4 – Are there any key issues, other than those we have identified, which should be driving our Waste Strategy?</b>
2 x No 3 x Yes – Include: <ul style="list-style-type: none"> <li>• Containing costs/maximising income</li> <li>• Education and regular information to the public</li> <li>• Wider national and global picture and circular economy</li> <li>• Managing expectations of increasing recycling rate whilst budgets are increasingly stretched</li> <li>• Waste minimisation and packaging reduction</li> </ul>
<b>5 – Do you agree or disagree that the objectives we have set out will enable us to meet the challenges we face and therefore achieve our vision?</b>
1 x Strongly agree 2 x Agree 2 x Disagree – Need specific actions & targets
<b>6 – Do you agree or disagree that our Forward Plan, as described in Chapter 7, contains all the actions we need to achieve our objectives?</b>
3 x Agree 2 x Disagree – Need specific action plan
<b>7 – Do you have any specific concerns about the strategy?</b>
5 x Yes – We need a specific action plan & targets
<b>8 – Do you think the draft strategy could have a positive or negative impact on you (or someone you care for or support) due to any of the following?</b>
No specific impacts identified
<b>9 – Does the Environmental Report correctly identify the likely significant effects of the draft Joint Municipal Waste Management Strategy?</b>
2 x Yes 3 x No – Need action plan and identification of specific infrastructure first
<b>10 – Do you agree or disagree that the draft JMWMS has sufficiently taken account of the information provided in the Environmental Report?</b>
5 x Agree – Although may need reassessing when Action Plan is developed

Comments made by each partner, including those provided in the form of the questionnaire, are grouped together by theme below.

<b>Overall strategy</b>	
Multiple similar responses	<ul style="list-style-type: none"> <li>• Strategy and actions need to be agile to react to changes</li> <li>• Be customer-friendly / customer satisfaction</li> <li>• Ensure we consider the future, not just the present</li> <li>• Programme in a JMWMS review</li> <li>• Need "circular economy" thinking</li> </ul>
Other responses	<ul style="list-style-type: none"> <li>• Seek innovative ideas by looking for new ideas and technologies</li> <li>• Include section on "lessons learned" from previous JMWMS and action plan</li> <li>• Need more detailed review of previous (2008) JMWMS and lessons learned</li> <li>• Include more national and global context</li> <li>• Need to reflect rising costs due to waste growth</li> </ul>

<b>Specific sections</b>	
Multiple similar responses	<ul style="list-style-type: none"> <li>• Need a specific action plan with timelines</li> <li>• Objectives to be more committed – "we <b>will</b>" rather than "consider"</li> </ul>
Other responses	<ul style="list-style-type: none"> <li>• Vision to say "Lincolnshire people"</li> <li>• Vision not specific enough</li> <li>• Add an objective on waste minimisation</li> <li>• Change Objective 8 from "residual waste" to "all waste"</li> </ul>
<b>Recycling collections</b>	
Multiple similar responses	<ul style="list-style-type: none"> <li>• Need harmonising (nationally?)</li> <li>• Simpler collection system/mix</li> <li>• Kerbside collections of batteries and WEEE</li> </ul>
Other responses	<ul style="list-style-type: none"> <li>• Collect glass separately</li> <li>• More enforcement against contamination</li> <li>• Consider how to handle textiles</li> </ul>
<b>Lobbying</b>	
Multiple similar responses	<ul style="list-style-type: none"> <li>• Manufacturers/government to reduce packaging</li> </ul>
Other responses	<ul style="list-style-type: none"> <li>• Use fewer types of plastic</li> <li>• Deposit Return Schemes for plastics are a good thing, so support them</li> </ul>
<b>Food waste</b>	
Multiple similar responses	<ul style="list-style-type: none"> <li>• Food waste collections a good thing</li> <li>• Trial data important</li> <li>• Food waste collections need to be backed by education campaign</li> <li>• Needs proper consideration of funding of separate collections</li> </ul>
Other responses	<ul style="list-style-type: none"> <li>• Encourage food waste minimisation</li> </ul>
<b>Education</b>	
Multiple similar responses	<ul style="list-style-type: none"> <li>• Need better engagement with the public</li> <li>• Promote waste hierarchy, including reduction and reuse</li> <li>• Need simple and consistent messages</li> <li>• Education through schools</li> </ul>
Other responses	<ul style="list-style-type: none"> <li>• How to reach "Houses in Multiple Occupation"?</li> <li>• Locally-targeted campaigns</li> <li>• Incentivise residents to recycle more</li> <li>• Add an objective on education</li> <li>• Change public perception of "landfill bin" with a better word than "residual"</li> </ul>
<b>Disposal &amp; processing</b>	
Multiple similar responses	<ul style="list-style-type: none"> <li>• Consider using out-of-county facilities</li> </ul>
Other responses	<ul style="list-style-type: none"> <li>• Use anaerobic digestion for food waste and garden waste</li> <li>• Use/develop local sites</li> <li>• Consider disposal options to handle population/waste growth</li> <li>• Maximise energy use from new and existing EfW facilities</li> </ul>
<b>Funding</b>	
Multiple similar responses	<ul style="list-style-type: none"> <li>• Make clearer that Council funding is reducing and services need to contain costs</li> </ul>
Other responses	<ul style="list-style-type: none"> <li>• Ensure value for money to the public</li> <li>• Decide on the balance between costs and "doing the right thing environmentally"</li> </ul>

Other	
Multiple similar responses	<ul style="list-style-type: none"> <li>• Better partnership working (including with neighbours?)</li> <li>• Review of HWRC provision (including cross-border arrangements?)</li> <li>• Review LWP governance model</li> <li>• Regular monitoring and reporting of performance</li> </ul>
Other responses	<ul style="list-style-type: none"> <li>• Specific data needs reviewing or updating</li> <li>• On-street recycling bins</li> <li>• Healthcare waste should be NHS responsibility</li> <li>• Need to better understand why recycling rates are falling</li> <li>• Need to review equality impacts and SEA when action plan has been developed</li> <li>• Support commercial waste collections</li> <li>• Move away from a specific recycling target</li> </ul>

### Statutory Consultees

As part of the Strategic Environmental Assessment process, we are required to consult with the Environment Agency, Natural England and Historic England. None of them raised any specific concerns regarding either the draft Environmental Report or the draft JMWMS.

### From others

The following summarises the comments which were submitted to the consultation. **Every** comment has been read individually but, due to the varied nature and sometimes personal nature of the individual responses, they are here summarised into themes.

Themes mentioned by 10 or more people included:

Theme	Type(s) of response
Care for the environment	<ul style="list-style-type: none"> <li>• An important thing to include</li> <li>• Not enough mention of climate change and carbon reduction</li> <li>• Seek to recycle more</li> </ul>
Value for money	<ul style="list-style-type: none"> <li>• An important thing to include</li> <li>• Councils need to think and act more commercially</li> <li>• Lobby government for more funding rather than raise Council Tax</li> </ul>
Balancing environment and cost	Opinion was divided between: <ul style="list-style-type: none"> <li>• Take the cheapest option rather than put up Council Tax</li> <li>• Do the right thing environmentally regardless of cost</li> </ul>
Include more direct and ambitious actions	<ul style="list-style-type: none"> <li>• Draft JMWMS doesn't identify enough specific actions</li> <li>• Whole JMWMS needs to be more ambitious</li> <li>• Set clear targets</li> </ul>
Improve communications/education	<ul style="list-style-type: none"> <li>• What to put in which collection</li> <li>• Especially important if services change</li> </ul>
Waste reduction/packaging	<ul style="list-style-type: none"> <li>• Not enough mention of waste reduction</li> <li>• Lobby national government for new legislation</li> <li>• Take action locally</li> </ul>

Theme	Type(s) of response
Food waste collections	Opinion was divided between: <ul style="list-style-type: none"> <li>• They are a good thing – e.g. Better environmentally</li> <li>• They are a bad thing – e.g. Smell; costly to run; inconvenient</li> </ul>
Customer friendly services	<ul style="list-style-type: none"> <li>• Simpler recycling system</li> <li>• Need consistent services across the county</li> <li>• Ensure services are accessible to all, especially the elderly and disabled</li> </ul>
HWRC improvements	<ul style="list-style-type: none"> <li>• More reuse, especially by "people in need"</li> <li>• Improve site layout</li> <li>• Open more sites and for longer hours to combat flytipping</li> <li>• Accept extra materials – e.g. tyres; asbestos</li> <li>• Allow/arrange use of sites outside of county</li> </ul>

## Conclusion

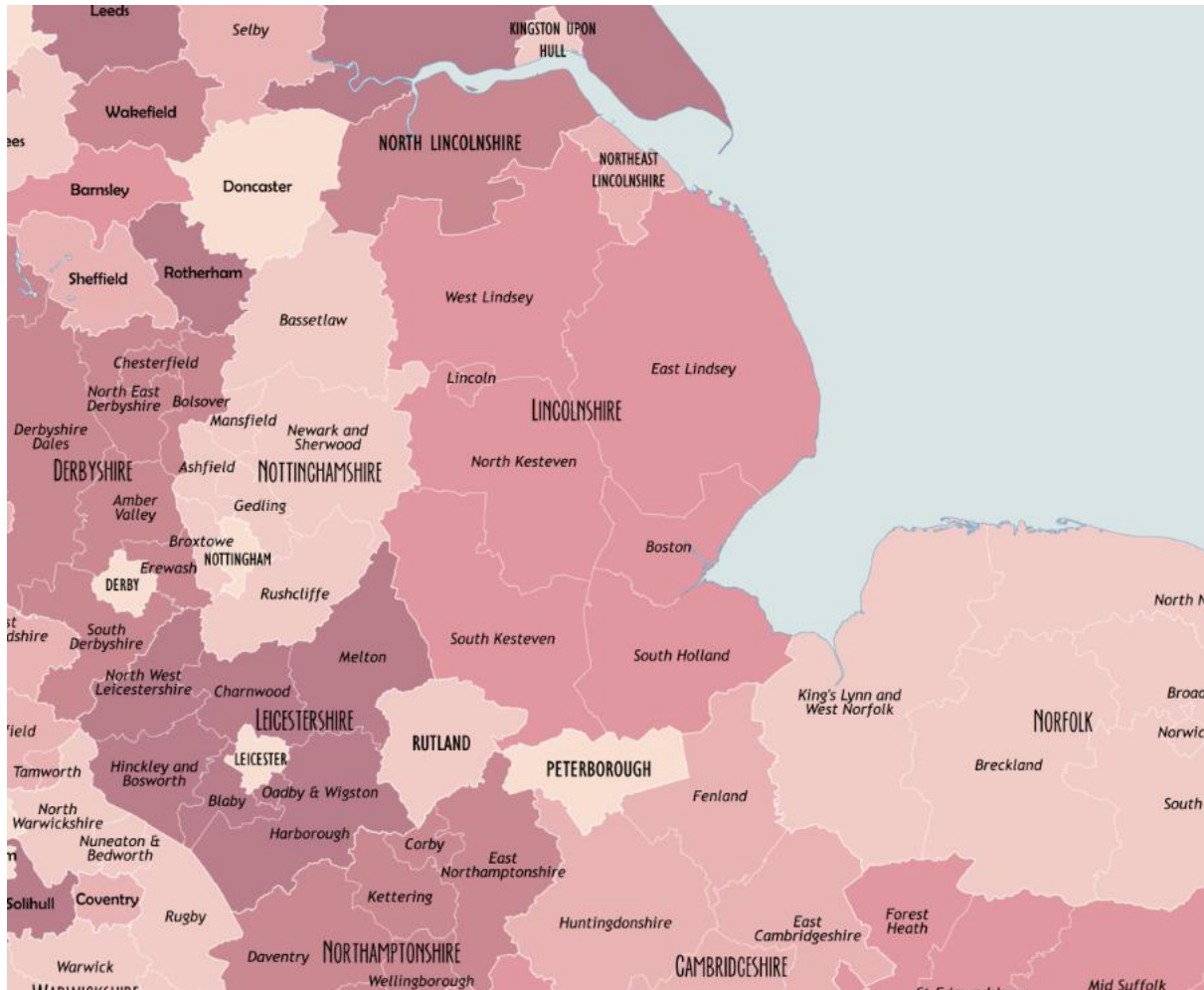
The JMWMS has been reviewed and, where necessary, updated in line with the comments received through the consultation process. The majority of this list matches the above summary of public responses, as these are also broadly in line with responses from LWP partners. Where partners raised additional items, these are added at the foot of this table.

Theme	How revised JMWMS reflects this
Care for the environment	<ul style="list-style-type: none"> <li>• Text added to back up the objective on carbon reduction</li> <li>• Action Plan to include assessment of carbon footprint</li> </ul>
Value for money	<ul style="list-style-type: none"> <li>• Already a strong focus of the draft JMWMS so no change</li> </ul>
Balancing environment and cost	<ul style="list-style-type: none"> <li>• Given the mixed views expressed as to which should take priority, the revised JMWMS clarifies the LWP's intention to choose the best environmental option that we can afford. Any service changes will thus need to reflect this.</li> </ul>
Include more direct and ambitious actions	<ul style="list-style-type: none"> <li>• Action Plan produced to accompany JMWMS</li> </ul>
Improve communications/education	<ul style="list-style-type: none"> <li>• Included in Action Plan</li> </ul>
Waste reduction/packaging	<ul style="list-style-type: none"> <li>• Text added to make more reference to this</li> </ul>
Food waste collections	<ul style="list-style-type: none"> <li>• Action Plan includes a trial to get better information for an informed decision</li> </ul>
Customer friendly services	<ul style="list-style-type: none"> <li>• Collections under review through Action Plan</li> <li>• Any proposed service changes will consider accessibility to all</li> </ul>
HWRC improvements	<ul style="list-style-type: none"> <li>• HWRC services to be reviewed</li> </ul>
<b>Additional items raised by LWP partners</b>	
Reporting and review	<ul style="list-style-type: none"> <li>• Chapter 8 has been revised to be more specific on this</li> </ul>
Disposal and processing	<ul style="list-style-type: none"> <li>• More information added on future options to be considered</li> </ul>

## Appendix C – Neighbouring Authorities

As referred to in Section 3.4 of this JMWMS, the implementation of this strategy, particularly in the enactment of the accompanying Action Plan, will need to take into account the waste management actions and strategies of our neighbouring authorities.

In view of this, we specifically wrote to each neighbouring Council and/or Waste Partnership as part of the Public Consultation process, asking them for any information which they think it would be helpful for us to take into account.



We received two consultation responses from neighbours.

### North Lincolnshire Council

North Lincolnshire Council submitted a comprehensive response to each of the 10 proposed JMWMS Objectives. These are shown below.

<b>Objective</b>	<b>Lincolnshire County Council (LCC) position</b>	<b>North Lincolnshire Council (NLC) response</b>
Objective 1.	To improve the quality and therefore commercial value of our recycling stream.	NLC agrees that in light of current external pressures from world markets on the quality and value of recyclable materials greater emphasis has to be placed on the whole value chain starting with collections from residents. Consideration needs to be given to the local public sector reliance on third party processors and whether municipal ownership of such facilities is more in the public interest to derive the highest benefit for our residents.
Objective 2.	To consider moving towards a common set of recycling materials.	NLC agrees that a common set of recycling materials will make communications with residents easier, could derive economies of scale for collections and enable standardised reprocessing facilities which will help reduce costs and contamination.
Objective 3.	To consider the introduction of separate food waste collections.	The separate collection of food waste has different financial models for different councils due to their particular mix of urban and rural areas. NLC notes that the requirement for separate biowaste collections by 2023 in the EU Circular Economy Package will be included within the transposition into UK law by each devolved administration and awaits the detail of the legislation and any government guidance.
Objective 4.	To explore new opportunities of using all waste as a resource in accordance with the waste hierarchy.	The transposition of the EU Circular Economy Package should provide a legislative impetus to this and NLC awaits the detail of the legislation and any government guidance.
Objective 5.	To contribute to the UK recycling target of 50% by 2020.	NLC notes the higher targets included within the EU Circular Economy Package of 55% by 2025 which is included within the operational lifetime for this revised strategy. Our own strategy for achieving and increased target will be considered once the legislation transposing the EU Circular Economy Package is published.
Objective 6.	To find the most appropriate ways to measure our environmental performance, and set appropriate targets.	NLC agrees that the current methodology of measuring by weight (tonnage) does promote the collection of some recyclable materials (garden waste) over others that have a greater impact on the environment and resource sustainability (plastics) due to their respective weights. As all comparative measures of performance have to be consistent across the UK and EU it will be informative to see how this debate resolves itself particularly with regard to the higher recycling targets proposed within the EU Circular Economy Package.



Objective 7.	To seek to reduce our carbon footprint.	It is unfortunate that efforts by local councils to reduce the production of greenhouse gases by moving to alternative disposal technologies to replace landfilling were not recognised and accounted for in UK carbon measurement and performance assessment. As such our ability to positively influence our carbon footprint from a waste management perspective is limited to the transport impact of our operations which is not the greatest contributory factor. NLC recognises the difficulty that LCC will face given these issues.
Objective 8.	To make an objective assessment of whether further residual waste recovery/disposal capacity is required and, if necessary, seek to secure appropriate capacity.	NLC recognises the difficulty of making long term waste and recycling tonnage predictions given the impact of sudden events such as the credit crunch, volatile changes on world recycling markets and significant changes in the English legislative position (LATS). Business cases and assumptions that were sound and evidenced in the 2000's have been abandoned in recent years. NLC remains committed to working with LCC in considering and developing joint infrastructure assets where there is mutual benefit and to provide resilience against such events in the future.
Objective 9.	To regularly review the LWP governance model in order to provide the best opportunity to bring closer integration and the implementation of the objectives set by the strategy.	NLC recognises the challenges faced by LCC in a two tier local government structure. NLC remains committed to working with LWP in considering and developing joint infrastructure assets where there is mutual benefit and to provide resilience against such events in the future.
Objective 10.	To consider appropriate innovative solutions in the delivery of our waste management services.	NLC notes the strategic actions identified by LCC in Table 7.1 of the draft strategy and agrees that these are the best choices to underpin this objective.

The LWP notes NLC's general support for this JMWMS and will take into account the points made, particularly:

- Their support for the consideration of municipal ownership of waste facilities, along with their interest in developing joint infrastructure assets;
- Their interest in the concepts of a harmonised recycling mix and alternative measures for environmental performance; and
- The references to the updated contents of the EU Circular Economy Package, which are reflected in this revised JMWMS.

## **Nottinghamshire County Council**

*"Nottinghamshire County Council welcomes the vision and aspirations set out within the draft strategy and future opportunities to share best practice and experience amongst local authorities.*

*The County Council does not have any formal comments to make at this stage but would be grateful to be kept informed of progress with the strategy and the development of specific action plans in support of the strategy."*

The LWP notes NCC's general support for this JMWMS. We will indeed continue to liaise with them regarding progress both with our own strategic developments and with theirs.

## **Appendix D – Initial Action Plan**

As described throughout this JMWMS, and as requested in numerous responses to the Public Consultation, this Action Plan sets out the actions which the LWP will undertake to work towards the Objectives which have been set.

This appendix contains the initial Action Plan, including the dates by which each task will be completed. It should be noted that some of the dates listed are before the adoption of the final version of this JMWMS. That is because work is already underway on workstreams which are unlikely to change in the closing stages of the development of the Strategy.

The Action Plan will be reviewed regularly in order to ensure it remains up to date in response to:

- Whether the actions being undertaken are helping us to achieve our Objectives; and
- Any changes in legislation or other strategic drivers.

Ref	Action	Objectives Supported	Key Dates	KPI/ Targets	Expected Outcome/Update
1	Strategic Review of Kerbside Mixed Dry Recycling Collection and Disposal	1,2,4,5,7,8 and 10	12 <sup>th</sup> July 2018 – Initial Feedback to Lincolnshire Waste Partnership.	Satisfaction with waste/recycling services by council - targets to be continuous improvement on base line performance.	To have a clear way forward on what is being collected and new contract in place for 2020.
			End September 2018 – Initial review completed and reported to Lincolnshire Waste Partnership	<p>Recycling and composting rate by council- target to be agreed, but to reach a minimum of 50% by 2020.</p> <p>Reduction in baseline Mixed Dry Recycling contamination rate (27%).</p> <p>Reduction in carbon footprint from 2017/18.</p>	<p>A consistent harmonised Mixed Dry Recycling mix across all Waste Collection Authorities.</p> <p>A common message on Mixed Dry Recycling that can be used by all partners and a clear communications campaign.</p> <p>A Mixed Dry Recycling contract in place flexible enough to reward commercial value of reducing contamination rates and non-target materials.</p> <p>Improved recycling rate over current baseline.</p>
1.01	Evaluation of the current volumes/weights of waste going to the Energy from Waste facility and to Materials Recovery Facilities and assessing the impact or difference on the factors above should kerbside collection waste streams be adjusted and/or harmonised.		Complete	<p>Produce a table and analysis for the factors impacting the waste streams.</p> <p>Officer Working Group to recommend to the Lincolnshire Waste Partnership what the mix should be and what is achievable.</p>	Findings to be presented to the Officer Working Group on the 8 <sup>th</sup> August 2018 with recommendations.

Ref	Action	Objectives Supported	Key Dates	KPI/ Targets	Expected Outcome/Update
1.02	Outline infrastructure and capital costs of implementing these adjustments to the Waste Collection Authorities and Waste Disposal Authority.		Complete	Full costings to be reported to Lincolnshire Waste Partnership with recommendations on the way forward.	
1.03	Assessment of the Materials Recovery Facility/Recycling market for Mixed Dry Recycling through soft market testing and direct market engagement, to identify potential suppliers to handle the Mixed Dry Recycling mix proposed and if so at what cost compared to current arrangements.		Results of soft market testing July 2018.  Procurement timeline key for understanding the mix from April 2020.	What the Mixed Dry Recycling mix is going to be needs to be agreed as soon as possible before new contract to commence in 2020.	Officer Working Group to agree the mix and report to the Lincolnshire Chief Executives meeting in September 2018 and Lincolnshire Waste Partnership with the recommendations.

Ref	Action	Objectives Supported	Key Dates	KPI/ Targets	Expected Outcome/Update
1.04	Assessment of the public information and education campaign required to support effective implementation of a revised/harmonised Mixed Dry Recycling mix.		End September/ early Oct 2018 for sticker campaign to go on all bins across Lincolnshire to address the main contaminants.	<p>Satisfaction with waste/recycling services by council - targets to be continuous improvement on base line performance.</p> <p>Recycling and composting rate by council- target to be agreed, but to reach a minimum of 50% by 2020. To be revised periodically to meet national targets.</p> <p>To aid the recycling rate this is key marketing if the Mixed Dry Recycling mix changes.</p> <p>Improved recycling rate, satisfaction levels across the County remain high with residents and the message is clear.</p>	<p>Improved awareness of what can/cannot be recycled, so as to align with the strategy document and agreement on a new Mixed Dry Recycling mix.</p> <p>Greater participation in recycling/composting schemes.</p> <p>Improving satisfaction with Council services.</p> <p>Lincolnshire Waste Partnership agreed short term that stickers should be produced for across the County saying NO to the main contaminants.</p> <p>A communications campaign to go alongside the sticker end Sept to tie in with National Recycling week.</p>
1.05	Feasibility of building a Materials Recovery Facility outline cost estimates.		To be confirmed by Lincolnshire Waste Partnership.	Business case to be completed before being considered by the Lincolnshire Waste Partnership in November 2018.	Decision to be made by Partnership after the business case discussed.
1.06	Feasibility of having a dirty Materials Recovery Facility or more.		20th July 2018.	Business case to be completed before being considered by the Lincolnshire Waste Partnership.	Findings to be presented to the Officer Working Group initially on the 8 <sup>th</sup> August 2018.
1.07	Proposals for dealing with other recyclables at the kerbside such as textiles, batteries, household electrical items, batteries etc		To be confirmed	To be agreed.	To be agreed.

Ref	Action	Objectives Supported	Key Dates	KPI/ Targets	Expected Outcome/Update
1.08	To tackle contamination in our current recycling stream, between now and when the Mixed Dry Recycling contract is re-let in 2020, develop an effective, simple public communication campaign.		End Sept 2018 all bins in the County to have a sticker on the recycling bin to try and reduce contamination.	<p>To aid the recycling rate by targeting the contamination.</p> <p>The levels of contamination to be monitored monthly to see if there is a decrease following the sticker campaign.</p> <p>Communications plan required around this as also need to join up the message that is being delivered locally and Nationally.</p>	<p>Improved recycling rate, satisfaction levels across the County remain high with residents and the message is clear through communications campaign.</p> <p>Reduction to the 27% contamination rate.</p>

Ref	Action	Objectives Supported	Key Dates	KPI/ Targets	Expected Outcome/Update
1.09	Secure expert input from: <ul style="list-style-type: none"> <li>Waste and Resources Action Programme (WRAP)</li> <li>Communications teams</li> </ul>		Procurement underway, consultants appointed end of August 2018. Inception meeting 5th September 2018.  Project timeline amended to final report late 2018.	Further develop the Baseline to include predicted waste growth over 5 and 10 years.	<p>An assessment of the impact of the two stream collection methodology (separate paper/separate food) against the baseline and in 5 and 10 years could this be three stream i.e. Food, Paper / card and Cardboard and others (plastic bottles, glass containers etc).</p> <p>An assessment of the impacts of alternative 'two-tier' cost sharing options on the member authorities of the Lincolnshire Waste Partnership.</p> <p>A high-level assessment of the options available to the Waste Disposal Authority for the provision of residual treatment / disposal facilities over and above those provided by the North Hykeham Energy from Waste facility.</p> <p>A high-level assessment of the service delivery options available to the Waste Disposal Authority with a view to maximising the financial benefit that can be accrued from alternative disposal technologies (e.g anaerobic digestion of separately collected food waste) for an agreed range of household waste streams.</p>
1.10	Research what has worked elsewhere: <ul style="list-style-type: none"> <li>Positive – i.e. What to put in?</li> <li>Negative – i.e. What to leave out?</li> </ul>		Some of this information will come from the soft market testing.		<p>Clearer understanding gained to support the Mixed Dry Recycling mix.</p> <p>Follow-up meetings being held with report to Officer Working Group in Sept 2018.</p>



Ref	Action	Objectives Supported	Key Dates	KPI/ Targets	Expected Outcome/Update
1.11	Review of the Household Waste Recycling Centres		November 2018	Review the existing arrangements across the County and look at the feasibility of more Centres if required.	From the consultation it was a theme that the public want opening hours extended at current Centres and the possibility of more across the County.
2	<b>Food Waste Trial</b>	<b>1,2,3,4,5,7,8 and 10</b>	<b>12<sup>th</sup> Jul 18 – Initial Feedback to Lincolnshire Waste Partnership.</b>  <b>22<sup>nd</sup> Nov 18 – Detailed Feedback to Lincolnshire Waste Partnership</b>	<b>Measure number of residents in the trial.</b>  <b>Measure the amount of waste collected and reduction in recycling contamination.</b>  <b>Access the Mixed Dry Recycling contamination.</b>	<b>Inform decision making about future collection and disposal options by assessing the available options during the trial to ensure momentum is maintained, including the recent Waste and Resources Action Programme (WRAP) work.</b>  <b>Determine the service’s impact on households’ waste and recycling habits, especially volumes of food in other waste streams.</b>  <b>Assess the impacts of cleaning up the Mixed Dry Recycling contamination.</b>
2.01	Trial commences in South Kesteven area.		4 <sup>th</sup> June 18	Maximise participation and understand households’ motivations for the trial.  Measure the amount of food waste collected and determining if there is any reduction in the recycling contamination or quantity of residual waste presented.  Determine the most effective messages and communications channels.	Clearer understanding of food waste on recyclables and weights of residual. Weekly tonnages and composition analyses being undertaken.
2.02	Initial results reported to Lincolnshire Waste Partnership.		12 <sup>th</sup> July 18	Give an update on the 1st month’s figures from the trial.	Report presented to Lincolnshire Waste Partnership. on the 12 July 2018. Completed task.

Ref	Action	Objectives Supported	Key Dates	KPI/ Targets	Expected Outcome/Update
2.03	Detailed report to Lincolnshire Waste Partnership.		22 <sup>nd</sup> November 18	Report with all of the measurements for how/if the scheme has been successful including costs and savings.	The Lincolnshire Waste Partnership to receive information regarding the success or not of the trial. If successful, defining the extent of the food waste roll-out.
2.04	Investigate expanding the trial to other areas in South Kesteven or discuss with other Districts a trial and costs for this piece of work.		Early 2019	Fully costed options to look at expanding the food waste trial either into South Kesteven or other Districts.	Meeting to be arranged in September 2018 with Lincolnshire County Council and South Kesteven.
<b>3</b>	<b>Strategic Review of Options for Continuous Improvement for Waste Collection and Disposal Arrangements in Lincolnshire</b>	<b>7,8,9 and 10</b>	<b>Early 2019 – Feedback to Lincolnshire Waste Partnership &amp; Lincolnshire Chief Executives Group</b>	<b>What are the benefits for this theoretically to identify an ideal solution without current restraints.</b>	<b>To show the most effective and financially viable way of collecting and disposal of waste throughout the County.</b>
3.01	Initial analysis by Lincolnshire Waste Partnership and the Officer Working Group using Design Council methodology.		May 18		
3.02	Further analysis by Lincolnshire Waste Partnership and the Officer Working Group using Design Council methodology		21 <sup>st</sup> September 2018		
3.03	Interim update reported to Lincolnshire Waste Partnership & to Chief Executives Group		October 2018		

Ref	Action	Objectives Supported	Key Dates	KPI/ Targets	Expected Outcome/Update
3.04	Further update reported to Lincolnshire Waste Partnership & to Chief Executives Group		Early 2019		
4	<b>Location of additional processing/disposal sites</b>	<b>7,8 and 10</b>	<b>November 2018 – Feedback to Lincolnshire Waste Partnership &amp; Chief Executives Group</b>	<p><b>Initial assessment of users within Lincolnshire</b></p> <p><b>Provide a map and short report on the main areas</b></p> <p><b>Report outputs to Lincolnshire Waste Partnership and obtain direction on what this information will be used for</b></p>	<b>To support the feasibility of another Energy from Waste plant if required.</b>
4.01	A review of the previous report by Element Energy on the data gathered in the consideration of energy mapping within the Greater Lincoln area.			Draft short brief for Element to look at the wider area and obtain a quote and timeline for this piece of work.	Locations to be ranked for suitable areas for a new Energy from Waste plant.
4.02	Evaluating the Lincolnshire Enterprise Partnership work around utility infrastructure with our expected waste infrastructure work.		Delivery of findings by November 2018	<p>Energy mapping work for Greater Lincolnshire Enterprise Partnership completed.</p> <p>Energy Strategy for the Greater Lincolnshire Enterprise Partnership out for consultation.</p>	Energy Strategy and Local Industrial Strategy Energy Components out for consultation.

Ref	Action	Objectives Supported	Key Dates	KPI/ Targets	Expected Outcome/Update
5	Choosing performance indicators appropriate to measure environmental performance.	7 and 6	Sept 2018	Carbon footprint baseline review.  Review of existing Performance Indicators.	The need for this came through in the consultation as a need to understand the Carbon footprint baseline so that it can be monitored effectively.  To produce a suite of Performance Indicators that can then be effectively produced and reported to the Lincolnshire Waste Partnership.
5.01	Evaluate the current information around carbon footprint		Sept 2018	Once the baseline has been established this the Officer Working Group can then look at targeting reduction and a communication plan.	Outcomes of the consultation was that this needs to be a priority of the Strategy therefore an understanding of the baseline and targeting reducing this is key.
5.02	Review the existing Key Performance Indicators to ensure fit for monitoring the Strategy outcomes		Sept 2018	Looking at what was previously measured and aligning new targets to the outputs of the Strategy.	Have new Key Performance Indicators that are Specific, Measurable, Attainable, Relevant and Timely.

## Appendix E – Glossary of Terms & Abbreviations

Term	Abbrev.	Description
Alternate Weekly Collections	AWC	Typically, the collection of household residual wastes every other week, whilst during the intervening weeks recyclables and/or green wastes are collected.
Anaerobic Digestion	AD	A process by which microorganisms break down biodegradable material in the absence of oxygen.
Biodegradable Municipal Waste	BMW	Those elements of the municipal waste streams that will rot or degrade biologically.
Controlled Waste Regulations	CWR	UK legislation categorising waste by contents and/or source.
Department for Environment, Food & Rural Affairs	Defra	UK government department responsible for waste management (amongst other things).
Energy from Waste	EfW	Any renewable energy technology that recovers energy from waste.
Household Waste	HW	Waste from domestic properties including waste from residual refuse collections, material collected for recycling and composting, plus waste from educational establishments, nursing and residential homes and street cleansing waste.
Household Waste Recycling Centre	HWRC	A place at which the public may deposit their household waste
(Joint) Municipal Waste Management Strategy	(J)MWMS	Also referred to in this document simply as "the Strategy". It is a statutory duty for local authorities in two-tier areas to have a Joint MWMS.
Landfill Allowance Trading Scheme	LATS	An initiative by the UK government to help reduce the amount of BMW sent to landfill. Abolished in 2013.
Lincolnshire Waste Partnership	LWP	Also referred to in this document simply as "the Partnership". Brings together the public bodies within Lincolnshire responsible for collection and disposal of waste.
Local Authority Collected Waste	LACW	Any waste collected by a local authority. Formerly known as "Municipal Waste".
Minerals and Waste Local Plan	MWLP	Sets out: <ul style="list-style-type: none"> <li>the key principles to guide the future winning and working of minerals and the form of waste management in the county; and</li> <li>the criteria against which planning applications for minerals and waste development will be considered.</li> </ul>
Municipal Solid Waste	MSW	A waste type consisting of everyday items that are discarded by the public.
National Indicator	NI	One of a list of indicators used to measure local authority performance. Stopped being statutory from April 2011.

<b>Term</b>	<b>Abbrev.</b>	<b>Description</b>
National Planning Policy Framework	NPPF	Introduced in March 2012, sets out the Government's overarching planning policies for England
National Planning Policy for Waste	NPPW	Introduced in December 2013, sets out the national framework for planning for waste management
Office of the Deputy Prime Minister	ODPM	Former UK government department with responsibility for some aspects of waste management (amongst other things).
Putrescible waste		The component of the waste stream liable to become putrid. For example: organic matter that has the potential to decompose with the formation of malodorous substances, usually refers to vegetative, food and animal products.
Recycling Credits		Statutory payments made by the WDA to a WCA which makes its own arrangements for the recycling of waste which it has collected.
Strategic Environmental Assessment	SEA	A formal assessment of the environmental effects of a strategic document.
Technically, environmentally and economically practicable	TEEP	A formal assessment of whether an individual option can reasonably be achieved. Found in several pieces of waste legislation.
Waste Collection Authority	WCA	A local authority with the duty to collect specified wastes (including household waste). There are seven WCA's covering the LWP area: Boston Borough Council, City of Lincoln Council, East Lindsey District Council, North Kesteven District Council, South Holland District Council, South Kesteven District Council and West Lindsey District Council
Waste Disposal Authority	WDA	A local authority with the duty to operate HWRC's and to dispose of waste collected by WCA's in its area. There is one WDA covering the LWP area: Lincolnshire County Council.
Waste Planning Authority	WPA	A local authority with the duty to collect specified wastes (including household waste). There are seven WCA's covering the LWP area.
Waste Regulatory Authority	WRA	Has responsibility for ensuring compliance with waste legislation. In England this is the Environment Agency.
Waste and Resources Action Programme	WRAP	A government-sponsored organisation promoting recycling and other waste issues.



Lincolnshire County Council

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# JOINT MUNICIPAL WASTE MANAGEMENT STRATEGY

Strategic Environmental Assessment  
Environmental Report









**TYPE OF DOCUMENT (VERSION) PUBLIC**

**PROJECT NO. 70036458  
OUR REF. NO. 70036458**

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Signature				
Checked by	Hywel Roberts	Hywel Roberts	Hywel Roberts	Hywel Roberts
Signature				
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## ***APPENDICES***

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## ABBREVIATIONS

AONB	Area of Outstanding Natural Beauty
AQMA	Air Quality Management Area
CHP	Combined Heat and Power
CO2	Carbon Dioxide
DCLG	Department for Communities and Local Government
DPD	Development Plan Document
EfW	Energy from Waste
GHG	Greenhouse Gas
GVA	Gross Value Added
ha	Hectare
HRA	Habitats Regulation Assessment
IDP	Infrastructure Development Plans
ILO	International Labour Organisations
IMD	Index of Multiple Deprivation
JMWMS	Joint Municipal Waste Management Strategy
Kt	Kiloton
LCA	Landscape Character Area
LCC	Lincolnshire County Council
LEA	Local Economic Assessment
LIGHT	Lincolnshire Green Heat Scheme
LNR	Local Nature Reserve
LSOAs	Lower Super Output Areas
LTP4	Local Transport Plan
LWP	Lincolnshire Waste Partnership
MCZ	Marine Conservation Zones
MSW	Municipal Solid Waste
Mt	Megaton
NAA	Nitrate Advisory Areas
NAQS	National Air Quality Strategy
NIA	Noise Important Areas
NNR	National Nature Reserve
NO <sub>x</sub>	Nitrogen Oxides
NO2	Nitrogen Dioxide
NSA	Nitrate Sensitive Areas
ONS	Office of National Statistics
PM10	Particulate Matter

PPP	Plans, Policies and Programmes
PUA	Principal Urban Area
SA	Sustainability Appraisal
SAC	Special Areas of Conservation
SAM	Scheduled Monument
SEA	Strategic Environmental Assessment
SOAs	Super Output Areas
SPA	Special Protection Areas
SSSIs	Sites of Special Scientific Interest
SUDS	Sustainable Urban Drainage System
UK	United Kingdom



# NON-TECHNICAL SUMMARY

## INTRODUCTION

Two-tier areas such as Lincolnshire, where waste collection is the responsibility of the district, borough or city council and waste disposal is the responsibility of the county council, are required to have a joint strategy for the management of municipal waste. These waste management strategies are required to be reviewed every 5 years. Lincolnshire County Council (LCC) is a member of the Lincolnshire Waste Partnership (LWP) which is a body formed of LCC, the Environment Agency (EA) and the seven district, borough and city councils within Lincolnshire.

Strategic Environmental Assessment (SEA) is a process of undertaking an environmental assessment of plans and programmes. WSP has been commissioned by Lincolnshire County Council to undertake a SEA of the replacement Joint Municipal Waste Management Strategy (JMWMS).

This Environmental Report (including this non-technical summary) sets out the SEA of the Lincolnshire County Council JMWMS.

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## SEA METHODOLOGY

The approach adopted for the SEA of the JMWMS follows that set out in the Practical Guide to SEA<sup>1</sup> and the Planning Practice Guidance to SEA<sup>2</sup>.

The key stages of the SEA process are the following:

- Stage A: Scoping
- Stage B: Assessment
- Stage C: Reporting
- Stage D: Consultation
- Stage E: Monitoring

## SCOPING

Scoping involves the development of an assessment framework comprising a series of SEA Objectives, assessment criteria and indicators. This framework is developed from an understanding of environmental problems and opportunities identified through a review of existing baseline information and a review of other plans, programmes and environmental protection objectives relevant to the plan area (i.e. Lincolnshire and its neighbours) and subject matter (in this case, waste).

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<sup>1</sup> Office of the Deputy Prime Minister (2005) A Practical Guide to the Strategic Environmental Assessment Directive [online] available at: [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/7657/practicalguidesea.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/7657/practicalguidesea.pdf) (Accessed October 2017).

<sup>2</sup> Department for Communities and Local Government (2015) Strategic Environmental Assessment and Sustainability Appraisal [online] available at: <https://www.gov.uk/guidance/strategic-environmental-assessment-and-sustainability-appraisal>

## ENVIRONMENTAL ASSESSMENT

The LWP considers that the retention of the existing JMWMS is unlikely to continue to reflect Lincolnshire's needs into the future since it would not take account of recent changes in national and local government budgets or policies and changes in the way waste services are delivered (such as with new technologies or processes).

In environmental terms, there is likely to be little difference between the two strategic options considered. There is no evidence to indicate that the current JMWMS is having negative environmental effects. That said, the existing JMWMS may not be addressing local environmental issues (which are likely to differ across the county).

The development of a new JMWMS would allow stronger provision for the uptake of new waste management technologies/processes to be made which, in general terms, could lead to an environmental benefit.

The assessment has determined that there is the following potential for environmental effects:

- The introduction of a common set of recycling materials is likely to have a significant positive effect in relation to the sustainable use of resource through effective waste management;
- Exploring the use of waste as a resource via the waste hierarchy is likely to have a significant positive effect in relation to the circular economy and the sustainable use of resource through effective waste management;
- Contributing to the UK's recycling target is likely to have a significant positive effect in relation to the circular economy; and
- Seeking to reduce carbon emissions from energy use is likely to have a significant positive effect in relation to carbon emissions.

There are also some unknown effects relating to:

- The effect of separate food waste collections on biodiversity, opportunities for recycling within residential developments, the historic environment and the Lincolnshire countryside; and
- Innovative solutions in the delivery of waste management services.

## MITIGATION

There is some potential for adverse effects resulting from the JMWMS. For this reason, a set of precautionary mitigation measures are proposed. These are set out in Section 5 of the report.

## MONITORING

A programme of monitoring is proposed so that unforeseen significant effects of implementation can be identified and remedial action taken. Monitoring also measures the performance of the JMWMS against environmental objectives and targets. A set of proposed monitoring indicators is set out in Chapter 5 of the report.

# 1 INTRODUCTION

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## 1.1 BACKGROUND TO THE JOINT MUNICIPAL WASTE MANAGEMENT STRATEGY

1.1.1. Lincolnshire County Council (LCC) is a member of the Lincolnshire Waste Partnership (LWP) which is a body formed of LCC, the Environment Agency (EA) and the seven districts, borough and city councils within Lincolnshire:

- Boston Borough Council;
- City of Lincoln Council;
- East Lindsey District Council;
- North Kesteven District Council;
- South Holland District Council;
- South Kesteven District Council; and
- West Lindsey District Council.

1.1.2. The Waste and Emissions Trading Act 2003 requires two-tier areas such as Lincolnshire to have a joint strategy for the management of municipal waste in place. Waste Management Strategies require a review every 5 years to ensure that they remain current<sup>3</sup>.

1.1.3. The current JMWMS for Lincolnshire was published by the LWP in June 2008 with the aim of providing information on the following:

- The current and future legal obligations that the LWP needs to meet;
- The waste management services that are currently provided;
- How the LWP plans to meet the targets by reducing the amount of waste that is produced, increasing the amount of waste that is recycled and recovered, and minimising the amount of residual waste that is landfilled; and
- How the LWP plans to implement this strategy.

1.1.4. Since 2008, Lincolnshire has made significant progress towards achieving these aims through securing a 25 year contract with FCC Environment in March 2011. This contract is for the disposal of residual Municipal Solid Waste (MSW) and constructing a 150,000 tonne per annum Energy from Waste (EfW) facility at North Hykeham in Lincoln. The EfW facility became fully operational in 2014 and waste going to landfill has dropped from 168,000 tonnes in 2009 to less than 15,000 tonnes after the site became fully operational<sup>4</sup>.

1.1.5. The review of the current JMWMS was put on hold when it appeared that legislation would itself be reviewed. The legislative review has not yet happened but a revised waste strategy is now necessary to address the present waste management challenges in Lincolnshire and to address its future needs. The latest Joint Municipal Waste Management Strategy (JMWMS) is currently in preparation by the LWP, led by LCC.

1.1.6. This Environmental Report summarises the results of the Strategic Environmental Assessment (SEA) for the JMWMS.

## 1.2 THE JOINT MUNICIPAL WASTE MANAGEMENT STRATEGY

1.2.1. The JMWMS seeks to provide a mechanism by which joint working by the districts, borough and city councils and LCC, as well as the EA, can be achieved to deliver sustainable waste management services and establish best value waste management practices. The framework provided by the JMWMS allows the LWP to continually improve the waste services offered, minimise costs and meet challenging recycling and landfill diversion targets.

1.2.2. The LWP has the vision:

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<sup>3</sup> Defra, Guidance on Municipal Waste Management Strategies, July 2005

<sup>4</sup> Lincolnshire's Energy from Waste Facility. Available at: <https://www.lincolnshire.gov.uk/recycle-for-lincolnshire/energy-from-waste/> (Accessed July 2017)

*‘To seek the best environmental option to provide innovative, customer-friendly waste management solutions that give value for money to Lincolnshire’.*

1.2.3. In order to work towards this vision, the LWP has also developed and agreed a set of high-level objectives which are listed in Table 1. These objectives are key drivers for the delivery of this strategy. In line with the vision, each of these objectives is to be considered in light of the LWPs shared value that:

*‘All objectives should ensure that services provided under the JMWMS represent the best possible environmental option which gives value for money for Lincolnshire residents.’*

**Table 1 – LWP Objectives**

1	To improve the quality and therefore commercial value of our recycling stream.
2	To consider moving towards a common set of recycling materials.
3	To consider the introduction of separate food waste collections.
4	To explore new opportunities of using all waste as a resource in accordance with the waste hierarchy.
5	To contribute to the UK recycling target of 50% by 2020.
6	To find the most appropriate ways to measure our environmental performance and set appropriate targets.
7	To seek to reduce our carbon footprint.
8	To make an objective assessment of whether further residual waste recovery/disposal capacity is required and, if necessary, seek to secure appropriate capacity.
9	To regularly review the LWP governance model in order to provide the best opportunity to bring closer integration and the implementation of the objectives set by the strategy.
10	To consider appropriate innovative solutions in the delivery of our waste management services.

## 1.3 THE SEA PROCESS

1.3.1. Strategic Environmental Assessment (SEA) is the term used to describe the application of environmental assessment to plans and programmes in accordance with European Council Directive 2001/42/EC ‘on the assessment of the effects of certain plans and programmes on the environment’ (known as the SEA Directive).<sup>5</sup> The SEA Directive is enacted in England through the “Environmental Assessment of Plans and Programmes Regulations” (SI 2004/1633, known as the SEA Regulations).<sup>6</sup>

These Regulations introduced a requirement for an SEA to be produced for a number of statutory plans and programmes, including Waste Management Plans. Bodies such as the LWP should ensure that the SEA is an integral part of developing, and later delivering, their Local Waste Plan.

1.3.2. The overarching objective of the SEA Directive is:

*“To provide for a high level of protection of the environment and to contribute to the integration of environmental considerations into the preparation and adoption of plans... with a view to promoting sustainable development, by ensuring that, in accordance with this Directive, an environmental assessment is carried out of certain plans... which are likely to have significant effects on the environment.” (Article 1)*

1.3.3. The main requirements introduced by the SEA Regulations are that:

<sup>5</sup>. Directive 2001/42/EC [online] available at: <http://eur-lex.europa.eu/legal-content/EN/TXT/?uri=CELEX:32001L0042> (Accessed October, 2017).

<sup>6</sup>. SI 2004 No. 1633, The Environmental Assessment of Plans and Programmes Regulations 2004 [online] available at: [http://www.legislation.gov.uk/uk/si/2004/1633/pdfs/uksi\\_20041633\\_en.pdf](http://www.legislation.gov.uk/uk/si/2004/1633/pdfs/uksi_20041633_en.pdf) (Accessed October, 2017).

- Consultation with statutory bodies is undertaken on the scope of the SEA;
  - The findings of the SEA are published in an Environmental Report, which sets out the significant effects of the plan;
  - Consultation is undertaken on the plan and the Environmental Report;
  - The results of consultation are taken into account in decision-making relating to the adoption of the plan; and
  - Information on how the results of the SEA have been taken into account is made available to the public.
- 1.3.4. SEA extends the evaluation to the broader policy and strategy of regional, county and district level plans. It is a systematic process that identifies and predicts the potential significant environmental effects of plans/programmes, informing the decision making process by testing different alternatives or options against environmental objectives.
- 1.3.5. This Environmental Report sets out the results of the SEA and development of the Lincolnshire JMWMS. In undertaking this SEA, we provide a systematic appraisal of the potential environmental impacts of the JMWMS and identify measures to prevent, reduce and where possible offset any significant adverse effects of implementing that strategy on the environment.
- 1.3.6. The structure and content of this report can be seen in Table 2 below.

**Table 2 – Structure and Content of the Environmental Report**

Section	Description
Introduction	A brief introduction to the JMWMS and the SEA process.
SEA Methodology	A description of the approach to the SEA, including how to assess the significant effects of a number of alternative options against key objectives to help develop the strategy.
Baseline and SEA Objectives	A summary of the plans and programmes relevant to the strategy; and an outline description of the environmental characteristics and issues of the study area. Listing of the SEA Objectives derived from baseline information, issues, and plans and programmes.
Assessment of Alternatives and Effects	The assessment of likely significant effects of the Strategy.
Mitigation and Monitoring Plan	A plan of how the impacts of this strategy will be reduced or removed and how to monitor the implementation of the plan, and the associated environmental implications.

## 2 SEA METHODOLOGY

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### 2.1 INTRODUCTION

2.1.1. This section provides an overview of the SEA process, the stages undertaken to date and the current stage.

### 2.2 SEA PROCESS

2.2.1. SEA is an iterative process of gathering data and evidence, assessment of environmental effects, developing mitigation measures and making recommendations to refine plans or programmes in view of the predicted environmental effects. The effects predicted at this stage will be at a strategic level.

2.2.2. The approach adopted for the SEA of the JMWMS follows that set out in the Practical Guide to SEA<sup>7</sup> and the Planning Practice Guidance to SEA<sup>8</sup>. It involves the development of an assessment framework comprising a series of SEA Objectives, assessment criteria and indicators. This framework is developed from an understanding of environmental problems and opportunities identified through a review of existing baseline information and a review of other plans, programmes and environmental protection objectives relevant to the plan area (i.e. Lincolnshire and its neighbours) and subject matter (waste management).

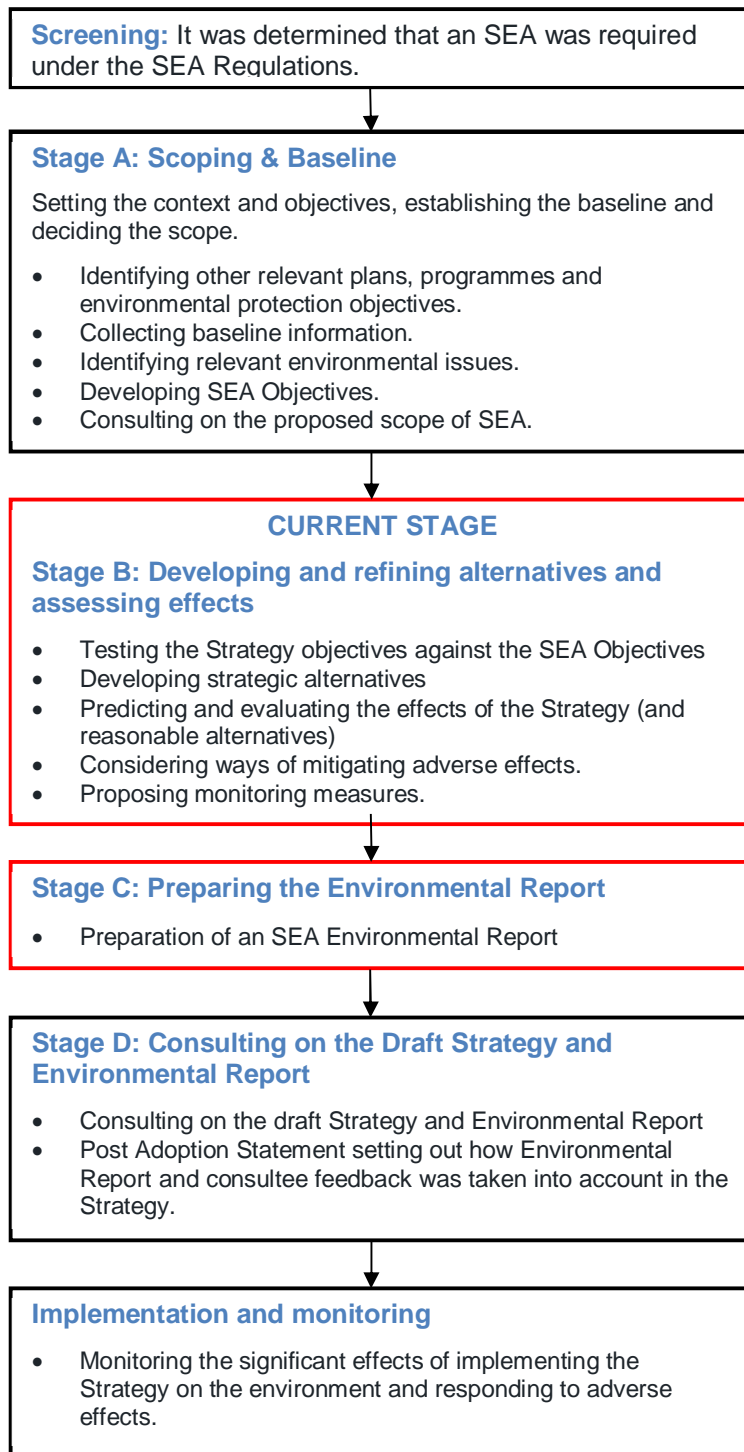
2.2.3. The SEA process recommended by the Practical Guide is set out in Figure 1 below. The current stage in the process is Stages B and C, which comprise developing and refining strategic alternatives, assessing environmental effects and preparation of the Environmental Report (this report).

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<sup>7</sup> Office of the Deputy Prime Minister (2005) A Practical Guide to the Strategic Environmental Assessment Directive [online] available at: [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/7657/practicalguidesea.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/7657/practicalguidesea.pdf) (Accessed October 2017).

<sup>8</sup> Department for Communities and Local Government (2015) Strategic Environmental Assessment and Sustainability Appraisal [online] available at: <https://www.gov.uk/guidance/strategic-environmental-assessment-and-sustainability-appraisal>

**Figure 1 SEA Process and Lincolnshire JMWMS**





## 2.3 SEA SCREENING

A 'screening' exercise was not undertaken for the JMWMS as it is mandatory requirement to conduct SEA for a waste plan under the SEA Regulations.

## 2.4 SEA SCOPING AND BASELINE

2.4.1. In order to determine the scope of the SEA, a number of activities have been undertaken as shown in Figure 1 above:

- Other plans and programmes were identified to establish how the Strategy interacts with wider policy framework and identify any environmental protection objectives relevant to the SEA;
- Environmental baseline data was collected and any problems identified to provide an evidence base for prediction of effects, and monitoring; and
- SEA Objectives and associated assessment criteria were developed from the information above to provide a means by which the environmental performance of the Strategy can be appraised.

2.4.2. A Scoping Report was issued for consultation in August/September 2017. Chapters 4, 5 and 6 of the Scoping Report, in addition to Appendices A and B of the report identified other relevant plans, programmes and environmental protection objectives, set out the baseline information and identify relevant environmental issues. The SEA Objectives to be used in the assessment were derived from this information. This information is summarised for ease of reference in Section 3 of this report.

2.4.3. The responses to the scoping consultation and actions taken are summarised in Appendix C of this report. Key issues are summarised below:

- The Scoping Report generally downplays the historic environment/cultural heritage. ; there are no specific schemes or development locations proposed in the JMWMS at this stage, therefore identifying scope for improvement to the historic environment and cultural heritage has been limited;
- The Scoping Report focusses on the potential impact on placement of wheelie bins in conservation areas, when there are other ways in which cultural heritage can be a receptor of harm. The baseline has been updated and assessment reflects this;
- Greater consideration needs to be given to the impact of housing growth on waste disposal capacity and infrastructure provision and on collection capacity methodologies; The baseline has updated and assessment reflects this and
- Additional policies and plans were identified, as well as additional sources or requirements for baseline information. These are now included within Appendices A and B.

## 2.5 DEVELOPING ALTERNATIVES AND ASSESSING EFFECTS

2.5.1. In this stage of the SEA, the JMWMS was assessed against the SEA Objectives. The assessment covered two key areas:

- The strategic alternatives considered in developing the JMWMS; and
- The proposed policies as set out in the JMWMS.

2.5.2. The SEA Objectives (and assessment criteria) are used to predict and evaluate environmental effects. Chapter 4 of this report summarises the assessment. Where significant adverse effects are predicted or there is uncertainty, measures to prevent, reduce or offset effects are identified. The significant environmental effects of the Strategy must be monitored to identify any unforeseen adverse effects and to enable appropriate remedial action. Chapter 5 of this report includes a mitigation and monitoring plan.

2.5.3. The assessment for the proposed JMWMS is presented in a table format using colour coding shown in Table 3 along with an accompanying narrative description of the assessment finding.



**Table 3 – Colour coding of effect significance**

<b>Coding</b>	<b>Effect Significance</b>
++	Likely significant positive effect
+	Likely positive effect
0	Negligible or no effect
-	Likely negative effect
--	Likely significant negative effect
?	The effect is uncertain
+/-	The effect is likely to be both positive and negative

2.5.4. Following the findings of the assessment, Section 5.2 of this report also includes a list of proposed mitigation and enhancement measures for any negative or positive significant effects that have been predicted.

## 2.6 PREPARATION OF THE ENVIRONMENTAL REPORT AND CONSULTATION

2.6.1. This Environmental Report provides the information required by the SEA Regulations and follows the stages of the SEA as described above in Section 2.2. It assesses the environmental effects of the Strategy measures and identifies measures to improve the sustainability of the Strategy as it develops.

2.6.2. Following publication, a Post Adoption Statement will be produced stating how the Environmental Report and the responses to consultation were taken into account during the preparation of the Strategy.

## 2.7 IMPLEMENTATION AND MONITORING

2.7.1. The Monitoring Plan set out in Chapter 5 of this Environmental Report will be used during the implementation of the Strategy to monitor both positive and negative effects.

## 2.8 LIMITATIONS AND ASSUMPTIONS

2.8.1. The SEA Regulations require that limitations and assumptions should be described.

2.8.2. This SEA has been based upon the information provided by LCC and the environmental information available at the time of assessment. If other strategic objectives emerge this may potentially affect the outcomes of this assessment. Therefore, it is recommended in this case that the assessment is reviewed.

2.8.3. Currently, there are no formal proposals to provide additional waste management capacity as part of the JMWMS. However, the strategy will explore whether further residual waste recovery/disposal capacity is required and, if necessary, seek to secure appropriate capacity. Therefore, due to a lack of information as to the nature, size and location of such capacity, it has been assumed that no additional capacity is being provided. If it emerges that additional capacity is required, this may affect the outcomes of the assessment and it is recommended that the assessment is reviewed. Where there is potential for impacts arising from a potential increase in capacity, this has been stated so as to inform any future updates to the JMWMS.

2.8.4. The compiled baseline data has been used to provide a ‘snapshot’ of current key issues associated with the JMWMS. Baseline data collection has been collected at a strategic level and is limited to desk-based search of publically accessible sources. There may be other potential issues that the baseline data has not captured due to the constantly changing nature of environmental data.

2.8.5. The JMWMS will apply to a 5 year plan period before a review is required to ensure that it remains current. The assessment will focus on the effects that are likely to occur during the plan period but will also seek to identify longer term effects that may occur beyond this period. It is acknowledged that longer term effects generally have a greater level of uncertainty than shorter-term, more immediate effects.

## 3 BASELINE AND SEA OBJECTIVES

### 3.1 INTRODUCTION

3.1.1. This section provides an overview of the policies, plans and environmental information used to develop the SEA Objectives and assess the potential effects of the JMWMS.

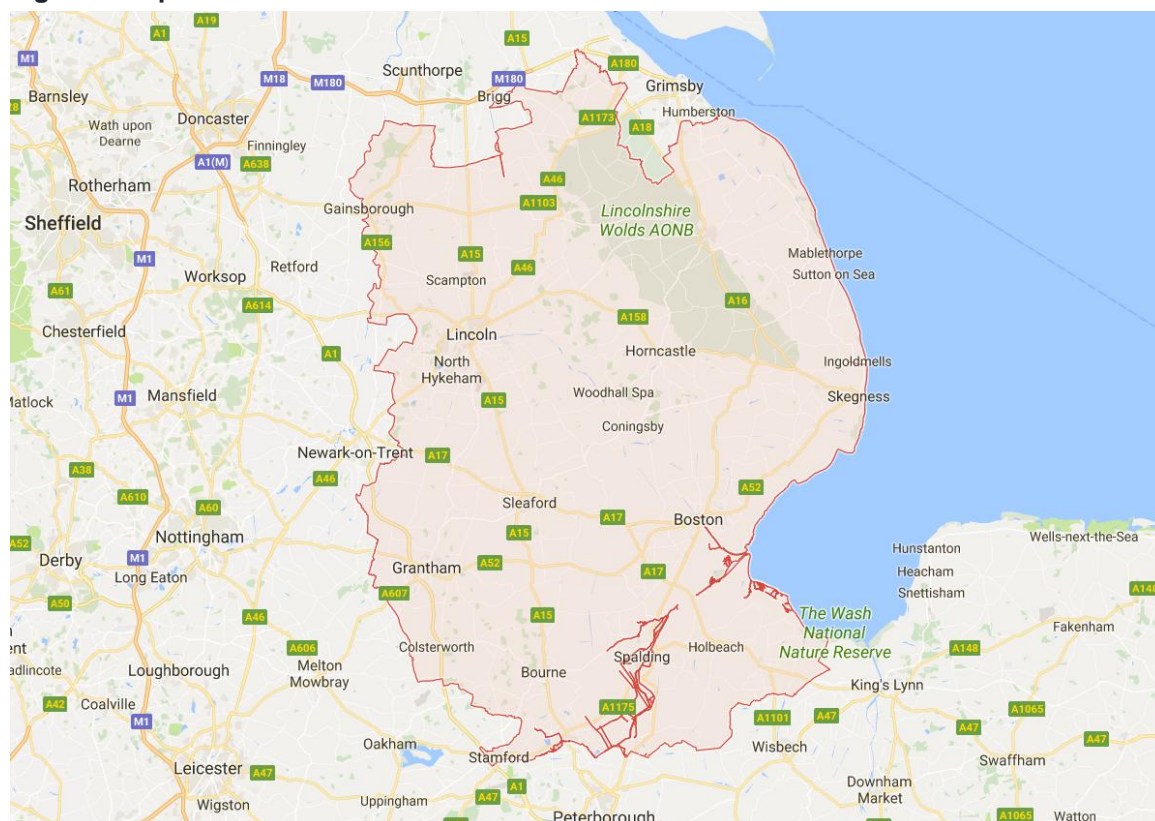
### 3.2 OVERVIEW OF LINCOLNSHIRE

3.2.1. The study area covers the county of Lincolnshire, incorporating the districts, borough and city councils of Boston, City of Lincoln, East Lindsey, North Kesteven, South Kesteven, South Holland and West Lindsey.

3.2.2. The county is predominantly rural and has a geographical area of 2,309 sq miles the extent of which is shown in Figure 2.<sup>9</sup> The main urban area is around the City of Lincoln which is a cathedral town with a rich history dating back to Roman times. Other centres of population include Gainsborough, Louth, Mablethorpe, Skegness, Boston, Sleaford, Grantham, Stamford and Spalding.

3.2.3. Lincolnshire contains some of the country's most versatile agricultural land, a successful tourism industry and internationally important nature conservation sites.

**Figure 2 Map of Lincolnshire**



<sup>9</sup> <https://www.google.co.uk/maps/place/Lincolnshire>

### 3.3 SUMMARY OF RELATED PLANS AND PROGRAMMES

3.3.1. The SEA Regulation requires that the Environmental Report includes information on the relationship of the plan or programme with other relevant plans and programmes (Regulation 12(3)). Those Plans and Programmes most relevant to the Strategy were identified in the SEA Scoping Report (WSP, August 2017). Appendix A to the Scoping Report identified a full list of plans and programmes; those most relevant locally to the strategy are summarised in Table 4 below. LCC will work with the organisations listed to ensure that the JMWMS is integrated with the plans and programmes identified in this table.

**Table 4 – Summary of Relevant Plans and Programmes**

<b>Plan/Programme</b>	<b>Organisation</b>	<b>Description and Relationship with JMWMS</b>
The Lincolnshire Minerals and Waste Local Plan – Core Strategy and Development Management Policies (Adopted June 2016)	Lincolnshire County Council	Provides the vision, objectives, spatial strategy and development management policies for minerals and waste development in Lincolnshire over the period to the end of 2031.  Related to LWP Objective 8 of the JMWMS as to whether further residual waste recovery/disposal capacity is required.
Site Locations Document (Second and final) part of the Lincolnshire Minerals and Waste Local Plan) (adopted on 15th December 2017)	Lincolnshire County Council	Provides specific proposals and policies for the provision of land for mineral and waste development.  Related to LWP Objective 8 of the JMWMS as to whether further residual waste recovery/disposal capacity is required.
Boston Borough Council Environmental Policy (March 2010)	Boston Borough Council	Aims to improve the environmental quality of the borough by adhering to certain commitments such as promoting sound waste management practices by minimising its own waste production.  Related to LWP Objective 4 and 5 of the JMWMS as to contribute to reducing waste through exploring new opportunities to use waste as a resource and increasing recycling to reduce waste and help in meet targets.
Boston Borough Council Carbon Management Plan (Update 2014-2016)	Boston Borough Council	Provides a framework to help reduce the council's carbon footprint and generate financial savings.  Related to LWP Objectives 1 and 7 of the JMWMS to improve the commercial value of LCCs recycling stream and seeking to reduce LCCs carbon footprint.
City of Lincoln: A Climate Change Strategy (2005)	City of Lincoln Council	Objectives of the Climate Change Strategy include assessing Lincoln's impact on climate change and addressing how it can make changes to reduce authority's impact on climate change.  Related to LWP Objective 7 of the JMWMS to seek to reduce LCCs carbon footprint.
Low Carbon Lincoln Plan 2012 – 2020 (Draft)	City of Lincoln Council	Preparing a Low Carbon Lincoln plan to reduce Lincoln's carbon footprint and prepare for the impacts of climate change.

Plan/Programme	Organisation	Description and Relationship with JMWMS
		Related to LWP Objective 7 of the JMWMS to seek to reduce LCCs carbon footprint.
Low Carbon North Kesteven Plan 2013-2020	North Kesteven District Council	Aims to reduce the levels of carbon emissions in the North Kesteven District and prepare for the impacts of climate change.  Related to LWP Objective 7 of the JMWMS to seek to reduce LCCs carbon footprint.
Central Lincolnshire Local Plan (April, 2017)	City of Lincoln Council, North Kesteven District Council and West Lindsey District Council	Comprises the combined areas of the City of Lincoln, North Kesteven and West Lindsey.  Related to LWP Objective 2, 4 and 5 of the JMWMS as it aims to minimise the amount of waste generated across all sectors and increase the re-use, recycling and recovery rates of waste materials.

### 3.4 SUMMARY OF BASELINE CHARACTERISTICS AND ISSUES

- 3.4.1. The SEA Regulations require that the Environmental Report covers:
- Relevant aspects of the current state of the environment and the likely evolution thereof without implementation of the plan or programme;
  - The environmental characteristics of areas likely to be significantly affected; and
  - Any existing environmental problems which are relevant to the plan or programme including European sites for nature conservation.
- 3.4.2. The Scoping Report (WSP, August 2017) identified a number of environmental aspects which are particularly relevant to the Lincolnshire JMWMS and these are listed in Table 5 below. Appendix A provides further information from the Scoping Report.

**Table 5 – Summary of Environmental Characteristics and Issues**

Topic	Summary of Current and Future environment
Climatic factors	<p>Future climate change will potentially affect many aspects of UK weather and is predicted to result in more extreme weather events, increased temperatures and rises in the sea level which will be accompanied by economic, social and environmental impacts. The precise nature of these changes is uncertain, particularly for those extreme events, whether of short or long-duration.</p> <p>The increased coastal erosion and flooding that is likely to be associated with climate change has the potential to decrease the quality and availability of agricultural land in the region, with the potential for impacts to the economy and food supply. It is likely that some crops could no longer be grown in the area. There may be more opportunities for vineyards and for growing lavender, sweetcorn, grain maize, sunflowers and navy beans. Additionally there may be an increased potential for planting crops for energy production. These changes in crops however will also have implications for biodiversity. Additionally, climate change is likely to result in an increased threat of pests and new crop pests such as the Colorado Beetle and the European Corn Borer.</p> <p>The East Midlands and Lincolnshire area contains a number of important national transport links and ports which could be affected by climate change. Built structures</p>



Topic	Summary of Current and Future environment
	<p>such as bridges, promenades, pylons, roads and railway lines will become more vulnerable to higher winds, flooding, storm events and changes in soil moisture. Some roads, particularly those near to the coastline and rivers will be particularly susceptible to an increased risk of flooding. Consideration will need to be given to the need to develop the capability of the carriageway to cope with excess water given the likely increase in the frequency of intense rainfall events. Railways will also be susceptible to flooding. Temperature changes also have the potential to affect roads, by causing more frequent melting of the asphalt road surface, and railways by increasing the risk of buckling on the rail tracks. Additionally, climate change has the potential to affect emergency services as a result of extreme weather events.</p>
Air quality	<p>Although air quality across the county is generally considered to be good there are 10 AQMAs in Lincolnshire, declared primarily as a result of pollution caused by traffic emissions. Lincoln City Council has 2 AQMAs, Boston Borough Council has 2 AQMAs and South Kesteven District Council has 6 AQMAs.</p>
Noise	<p>The main sources of noise in Lincolnshire are derived from transport sources, such as roads and rail. Noise action plans provide a framework to manage environmental noise and its effects. There are 94 identified NIAs in Lincolnshire, with South Kesteven district having the largest number of NIAs identified.</p>
Biodiversity, flora and fauna	<p>There are diverse wildlife and habitats in Lincolnshire that are highly valued locally, nationally and internationally. There is wealth of international, national and local designations for nature conservation within Lincolnshire. These include Ramsar sites, SACs, SPAs, AONBs, MCZs, SSSIs, NNRs and LNRs. The designations highlighted could be adversely affected from pollution, waste production, land take and climate change.</p>
Geology and soils	<p>Lincolnshire's bedrocks form a simple pattern of north-south stripes at the surface. There are older Triassic rocks in the west, overlain progressively by marine Jurassic rocks and the younger Cretaceous rocks in the east. At the surface they have been subjected to weathering and erosion under a range of climates including glacial and periglacial during the last 2 million years. The superficial geology of the county is blanketed with a covering of Quaternary superficial deposits that formed within the last two million years. The Quaternary deposits includes glacial and fluvioglacial deposits along with younger Flandrian silts, peat, sands and alluvium that cover the Fenlands, the coastal plains east of the Wolds, much of the Humber coast and the Isle of Axholme.</p> <p>Lincolnshire contains a wide variety of soils including alluvium (clay, silt and sand) along coastal regions, Till (Diamicton), River Terrace deposits (Sand and Gravel), blown sand, peat, glacial sand and gravel. Lincolnshire soils vary in thickness from a few centimetres to over a metre in response to the underlying geology, location in the landscape and agricultural practices. The thinnest soils tend to occur over chalk and limestone escarpments and on valley side, with the deepest soils in the Fenlands. These soils support the important agricultural sector in Lincolnshire.</p>
Water	<p>There are two main rivers that run through Lincolnshire. The River Witham flows through the Lincolnshire countryside, with marshy fenlands stretching out on either side. The River Witham flows from Lincoln moving east towards Bardney (west Lindsey) then south passing through Kirkstead (East Lindsey), Dogdyke (North Kesteven) and then flows into the sea at Boston. The majority of the areas in the vicinity of this river are at a high risk of flooding. The River Trent is the third longest river in the United Kingdom and a part of it forms the district boundary between Bassetlaw and West Lindsey. It runs north and then joins the River Ouse at Trent Falls to form the Humber Estuary. A majority of the areas in the vicinity of this river are at a medium risk of flooding.</p>

Topic	Summary of Current and Future environment
	<p>The water quality of the rivers that flow within Lincolnshire is poor in comparison to other regions. This is attributed to the slow moving flows of the rivers in the Anglian region which restrict the dilution of pollutants and high nitrate loads arising from fertilizer run off and livestock slurry in agricultural areas. The public water supply within Lincolnshire from surface water sources is 21% and that from groundwater sources is 79%. Nitrate pollution is a significant concern and levels have increased in the region despite the introduction of Nitrate Sensitive Areas (NSA's) and Nitrate Advisory Areas (NAA).</p>
Population and human health	<p>The population of Lincolnshire has increased by 64,830 people in the ten year period to 2015. A breakdown of this data shows that the county continues to have an ageing population and is less diverse than other areas.</p> <p>Deprivation across Lincolnshire has worsened slightly from 2010 to 2015.</p>
Material assets	<p>There is an extensive highway network in Lincolnshire. In recent years the length of trunk roads has reduced dramatically as a result of the detrunking of several A roads. There is an increasing demand on the transport network and an increase in concern around the environmental impact of traffic.</p> <p>Waste collection and disposal results in a substantial number of lorry movements into and out of the County to waste management facilities. Regular collections are required from households and with the number of households increasing and the total amount of waste increasing; there is the potential for an impact on transport. Mineral extraction operations within the county will result in substantial lorry movements to transport materials.</p> <p>New housing and employment sites are presently being identified across the county. This has the potential to increase the amount of waste generated that would need to be disposed of appropriately. This may lead to a strain on existing waste collection measures in place currently and decrease waste disposal capacity. In this case new waste infrastructure will need to be proposed.</p> <p>Lincolnshire contains a significant amount of best and most versatile agricultural land and is a large producer of food.</p>
Cultural heritage	<p>Lincolnshire's historic landscape and built environment reflects local topography, land use and the availability of building materials, and more recently changes in social conditions and technological advances. One of the county's assets is the combination of styles and materials which represent the economic and aesthetic influences of different periods of history. This is reflected in the high historic and cultural value of the cores of Lincoln City and surrounding towns. Lincolnshire has a large amount of heritage assets including 162 Conservation Areas, 7200 Listed Buildings and 478 Scheduled Monuments across the county.</p>
Landscape	<p>The Lincolnshire Wolds Area of Outstanding Natural Beauty (AONB) is a significant feature of the Lincolnshire landscape; the AONB covers parts of East Lindsey and West Lindsey. There are 11 Landscape Character Areas (LCA) within Lincolnshire. The major urban areas within Lincolnshire are those within and around Lincoln, South Kesteven and Boston Borough. Areas closer to the coastline are recently becoming increasingly urbanised due to tourism.</p> <p>The Lincolnshire coastline has been shaped throughout history by natural processes such as changes in sea level and coastal processes are constantly shaping the coast. The effects of changes in sea level and climate change will impact greater on the coastline leading to coastal erosion.</p>

### **3.5 SEA OBJECTIVES**

- 3.5.1. The Scoping Report also proposed a number of SEA Objectives, aligned with a series of themes. While not specifically required by the Regulations, SEA Objectives are a recognised way of considering the environmental effects of a plan or programme and comparing the effects of alternatives.
- 3.5.2. The SEA Objectives and themes for the Lincolnshire JMWMS were derived from the review of baseline information, issues, plans and policies described above. The SEA Objectives are listed in Table 6 along with potential indicators.

**Table 6 – SEA Objectives**

<b>SEA OBJECTIVES</b>	<b>POTENTIAL INDICATORS</b>	<b>RESPONSIBLE AUTHORITY FOR COLLECTING INFORMATION</b>
<b>Climatic Factors</b>		
1. To reduce carbon emissions from energy use.	Amount of fuel used in waste management collections per annum.  Monitoring carbon emissions throughout the treatment of waste (recycling, composting, incineration, landfill)	Local Authority
2. To contribute to a circular economy through the use of waste management collection infrastructure and recycled materials.	Replacement bins that are recycled at the end of their useful life	Local Authority
<b>Air Quality</b>		
3. To prevent deterioration of air quality within the county and where possible make improvements.	Percentage of Euro VI engines, electric vehicles, hybrid vehicles, biogas or hydrogen fuelled vehicles operating on behalf of the local authorities in a waste management related capacity per annum  Striving to meet Industrial Emissions Directive Emission Limit Values.	Local Authority
<b>Noise</b>		
4. To minimise the effects of noise in the identified NIAs.	Number of planning applications for new waste management infrastructure that consider the appropriateness of access through NIAs	Local Authority
<b>Biodiversity, Flora and Fauna</b>		
5. To maintain biodiversity in Lincolnshire.	Significant effects upon biodiversity identified during the planning consenting process for new waste management infrastructure.	Environment Agency/ Local Authority
<b>Geology and Soils</b>		
6. Promote the conservation and wise use of land, and protect soil quality and quantity.	Tonnes of green waste that is used as compost per annum	Local Authority
	Fly tipping incidents per annum	Environment Agency/Local Authority



	EfW facility(s) ash disposal use as a sub-base for construction material.	Local Authority
<b>Water</b>		
7. To protect water courses and improve the quality of water and wastewater discharges resulting from waste management activities.	Number of surface water discharge applications for new waste management infrastructure agreed by the Environment Agency.	Local Authority/ Environment Agency
<b>Population and Human Health</b>		
8. To encourage economic investment through waste management.	Monetary value of new waste management infrastructure developed per annum	Local Authority
9. To ensure that the growing population of Lincolnshire does not lead to an increase in the percentage of waste disposed of.	Total percentage of waste recycled and composted per annum	Environment Agency/Local Authority
	Total percentage of waste recovered per annum	Environment Agency/Local Authority
<b>Material Assets</b>		
10. To facilitate opportunities for recycling within residential development.	Proportion of housing scheme planning approvals where dedicated waste management storage considerations are included in the application per annum	Local Planning Authority
11. To protect agricultural resources from waste management activities	Area of agricultural land lost to new waste management infrastructure.	Local Authority
12. To encourage material re-use/waste avoidance.	Waste generated per capita per annum	Environment Agency/Local Authority
13. To ensure sustainable use of resources through effective waste management.	Amount of energy generated by the EfW (as a measure of non-combustible diversion rates) per annum	Local Authority
	Amount of heat exported from the EfW.	Local Authority
	Percentage of recyclables in residual waste per quarter (as an indicator of resources lost to less sustainable management)	Local Authority
<b>Cultural Heritage</b>		

14. Protect and enhance the historic environment, heritage assets and their setting (including architectural and archaeological heritage)	Number of archaeological investigations and cultural heritage setting assessments undertaken for new waste management infrastructure.	Local Authority
<b>Landscape</b>		
15. To protect and enhance the countryside in Lincolnshire	Area of AONB land lost to new waste management infrastructure	Local Authority

## 4 ASSESSMENT OF ALTERNATIVES AND EFFECTS

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### 4.1 INTRODUCTION

4.1.1. This section presents the findings of the assessment covering two key areas:

- The strategic alternatives considered in developing the JMWMS; and
- The proposed objectives of the JMWMS.

4.1.2. Mitigation and enhancement measures for negative or positive significant effects are set out in Section 5.2.

### 4.2 DEVELOPING STRATEGIC OPTIONS

4.2.1. At a strategic level, two options were considered:

- Retention of the existing JMWMS; and
- Development of a new JMWMS with new objectives.

#### RETENTION OF THE EXISTING JMWMS

4.2.2. This option would involve retaining the current JMWMS for Lincolnshire which was published in June 2008. The current JMWMS vision is:

- To commit to sustainable development and the waste hierarchy;
- To minimise waste growth by encouraging and promoting waste prevention and reduction;
- To promote sustainable resource use through increased re-use, recycling and composting of waste;
- To maximise recovery and the use of waste as a resource;
- To reduce the amount of biodegradable waste sent to landfill each year; and
- To minimise the impacts of the final proposal.

4.2.3. Retention of the current JMWMS would reduce both cost and time of producing a new JMWMS.

#### DEVELOPMENT OF NEW JMWMS WITH NEW OBJECTIVES

4.2.4. This option would involve the development of a new JMWMS.

4.2.5. New objectives could seek to improve Lincolnshire's waste management services in the context of the new challenges and issues faced, taking advantage of new and emerging technologies/processes to meet the needs of the county. It could promote innovative, customer-friendly waste management solutions that give value for money. The development of a new strategy could also allow it to more specifically align with, and take account of, the differences in waste streams, opportunities and aspirations across the county.

#### CONCLUSION

4.2.6. The LWP considers that the retention of the existing JMWMS is unlikely to continue to reflect Lincolnshire's needs into the future since it would not take account of recent changes in national and local government budgets and policies and changes in the way waste services are delivered (such as with new technologies or processes). For example, new challenges to the management of waste in Lincolnshire include:

- Continuing to provide the best possible service at a time when local authority budgets have been greatly reduced;
- Turning around a recycling rate which has begun to fall both locally and nationally; and
- Possible changes in government policy following our departure from the European Union.

4.2.7. In environmental terms, there is likely to be little difference between the two strategic options considered. There is no evidence to indicate that the current JMWMS is having negative environmental effects. That said, the existing JMWMS is not addressing local environmental issues (which are likely to differ across the county) as fully as it could be. The development of a new JMWMS would allow more specific circumstances across different parts of the county to be considered; potentially leading to better environmental outcomes compared to if the existing JMWMS was retained.

4.2.8. Similarly, the existing JMWMS, which has been in place since 2008, may not sufficiently take into account new waste management technologies. Again, the development of a new JMWMS would allow stronger provision for the uptake of new waste management technologies/processes to be made which, in general terms, could lead to an environmental benefit.

## 4.3 ASSESSMENT OF JMWMS OBJECTIVES

4.3.1. The assessment of JMWMS objectives against the SEA Objectives is presented in Table 7.

**Table 7 – Assessment of JMWMS**

SEA Theme		Climatic Factors		Air Quality	Noise	Biodiversity, Flora and Fauna	Geology and Soils	Water	Population and Human Health		Material Assets				Cultural Heritage	Landscape
SEA Objective		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15
Proposed JMWMS Objective																
Objective 1: Recycling Stream	To improve the quality and therefore commercial value of our recycling stream.	+	+	+	+/-	0	0	0	+	+	+	0	+	+	+	0
		<p>This objective focuses on minimising waste management costs and increasing efficiency throughout the recycling process.</p> <p>2. An improvement in the quality and therefore commercial value of LCC’s recycling stream could potentially contribute to a circular economy; improved waste management collection infrastructure would enhance the quality, variety and subsequently the marketability of waste streams. This would facilitate the use of these waste streams as resources in themselves, and the extraction of further value from them; behaviours which drive the circular economy.</p> <p>1, 3, 14. There is potential for a reduction in carbon emissions if the quality and commercial value of the recycling stream is improved through an increase in recycling rates and a decrease in disposal. This may have a positive effect on air quality through the reduction of waste vehicles required for transporting non-recyclable waste, or the amount of material sent for landfill/incineration; operations which have a negative effect on air quality. The reduction in waste collection vehicles required could also benefit cultural heritage, for example by reducing the frequency of waste collection operations in conservation areas.</p> <p>4. By increasing the efficiency in the waste collection stream, there could be a reduction in the amount of waste collections required, which could potentially lead to a reduction in noise levels in NIAs arising from waste collection and reduce noise generated at material recovery facilities. This would have a positive effect on noise levels. However, there is a possibility that the introduction of new technology or processes to improve the quality of the recycling stream could generate noise. The difference would be that the noise generated in this latter scenario would be site focussed (e.g. at</p>														

		<p>the recycling processing facility), rather than route focussed; there could therefore be more opportunities to manage noise emissions in this scenario (i.e. site specific mitigation measures).</p> <p>8. A focus on improving the recycling stream and engaging with the commercial waste sector could generate investment opportunities in waste management by realising a greater revenue stream from the material collected. Focusing on streams with the most economic and/or environmental value and investment opportunities arising from waste streams as marketable products could drive economic and employment growth. Economic benefits could also arise from cost savings achieved from an increase in efficiency and efficacy of recycling.</p> <p>9, 10, 12, 13. By striving to enhance the quality and commercial value of waste streams, there would be a knock-on effect at 'waste source', for example, domestic waste, as a key part in the 'supply chain' for these waste streams. Adopting and promoting circular economy thinking and the potential for realising value from higher quality waste streams would encourage the promotion of recycling and waste reduction behaviours amongst residents. This would incentivise ways to make recycling easier for residents such as the introduction of recycling facilities within residential developments, additional support in the re-use of materials and the avoidance of waste. A growth in population and housing could thereby be seen as an opportunity to increase the amount of marketable, revenue generating material coming out of waste management activities. A quality, reliable source of recyclable material would drive its consumption as a resource in itself. There would therefore be a positive effect on these objectives. It should be noted that there could be a conflict between objectives 12 and 13, because a drive to avoid the creation of waste in the first place would eventually deprive consumers of waste streams (e.g. EfW facilities) of their source material.</p> <p>5, 6, 7, 15. It is considered that the development of waste management infrastructure for new waste streams would be the most likely aspect of waste management strategy to affect these themes. However, currently there are no proposals for the development of new waste management sites; therefore no effect on these themes is predicted.</p>															
<p>Objective 2: Recycling Materials</p>	<p>To consider moving towards a common set of recycling materials.</p>	+	+	+	+	0	0	0	+	+	+	0	+	++	0	0	<p>This objective aims to have a common set of recycling materials across the county; if every Local Authority is using the same bins and waste streams, it is easier to integrate waste operations, collections and sites. This would also strengthen relationships within the LWP and promote high quality recycling.</p> <p>2. Moving towards a common set of recycling materials across the county will enable a greater collaboration on how to extract the most value from these materials as part of on-going re-use. This will further the contribution of the JMWMS to the circular economy.</p> <p>8, 10. In order to move towards a common set of recycling materials this would require some investment initially as certain Local Authorities would need to provide a revised set of bins, educate people on what materials the new bins are</p>

		<p>for, adapt/change their waste collection vehicles/collection routes and/or waste treatment sites, and re-train collection operatives. This process would provide an opportunity to reevaluate wider provision of recycling facilities, such as the potential to facilitate opportunities for recycling within residential developments and contribute towards increasing recycling rates. Where collection vehicles are replaced, consideration to the procurement of low or zero emission vehicles should be considered.</p> <p>5, 6, 7, 11, 14, 15. It is considered that the development of new waste management infrastructure would be the most likely aspect of waste management strategy to affect these themes. However, currently there are no proposals for the development of new waste management sites; therefore no effect on these themes is predicted.</p> <p>9, 12. Having a common set of recycling materials provides an opportunity to update and educate households across the county on recycling and waste avoidance. Collaboration with local schools, youth groups, businesses and companies as part of this may encourage culture change in current and future generations with regards to recycling and waste avoidance. Combining resources across the county would provide greater opportunities for efficiencies in terms of waste collection and treatment and would enhance the capability of each LA to encourage material re-use and waste avoidance behaviours amongst the growing population.</p> <p>13. Focusing on streams with the most economic and/or environmental value and deciding on a common set of recycling materials would have a positive effect in the sustainable use of resources by creating greater efficiencies across the county in waste stream collection and management. For example, waste collection routes and waste management sites could be planned and used more strategically across the county, responding to potential avenues of re-use more holistically than is currently the case. A certain amount of investment would be required to achieve this, depending on the existing waste management arrangements in each LA, but the potential for increased efficiency and resilience in both the waste management capability of the county and the resulting waste stream supply chain is worth noting.</p> <p>1, 3, 4. A more strategic county wide approach to waste collection would contribute to more efficient use of vehicles, and lead to a reduction in vehicle emissions, both air quality and noise associated with waste collection vehicle movements.</p>															
<p>Objective 3: Food Waste Collections</p>	<p>To consider the introduction of separate food waste collections.</p>	<table border="1" data-bbox="584 1137 2009 1187"> <tr> <td>+/-</td> <td>+</td> <td>-</td> <td>-</td> <td>?</td> <td>0</td> <td>0</td> <td>+</td> <td>0</td> <td>?</td> <td>0</td> <td>0</td> <td>+</td> <td>?</td> <td>?</td> </tr> </table> <p>This objective aims to introduce the separate collection of food waste.</p> <p>1, 3, 4. Where existing vehicles, collection routes and processing facilities could not be adapted to incorporate the collection of this new waste stream, additional collection vehicles and routes would probably be required to achieve this objective. The introduction of separate food waste collections could therefore increase the amount of vehicle</p>	+/-	+	-	-	?	0	0	+	0	?	0	0	+	?	?
+/-	+	-	-	?	0	0	+	0	?	0	0	+	?	?			

		<p>movements related to waste collection and the distance they have to travel to reach a facility capable of processing the new waste stream, thus having a negative effect on climatic factors and a likely negative effect on air quality and noise. Where collection vehicles are replaced, consideration to the procurement of low or zero emission vehicles should be considered. However, by collecting food waste, there would be an associated decrease in the volume and frequency of other types of waste collections.</p> <p>2, 13. The separate collection of food waste could contribute to the circular economy by enabling the recovery and use of an additional waste resource as a product, thereby realising value from this aspect of the waste stream. It would therefore also encourage greater sustainability in use of resources. For example, the potential for the re-use of food (and other green) waste as a bio-fertiliser could have particular benefits in a county such as Lincolnshire, in which agriculture is a key part of the economy.</p> <p>8, 9, 10, 12. Investment and engagement with commercial sector would be required to facilitate the separate collection of food waste, but as the value from the waste stream is realised, this would generate further economic benefits. Similar to Objective 2 above, Local Authorities may need to distribute new bins, educate residents on what the new collections are for, adapt their existing vehicles/collection routes and waste treatment sites to accommodate the new waste stream, and re-train operatives. Where collection vehicles are replaced, the procurement of low or zero emission vehicles should be considered. As part of the implementation of this objective, there is an opportunity to increase support for recycling within residential developments, as well as educating households on waste avoidance and recycling, with a view to enhancing these behaviours, thereby offsetting the potential for an increasing population to generate waste. Collaboration with local schools, youth groups, businesses and companies as part of this may encourage culture change in current and future generations with regards to recycling and waste avoidance.</p> <p>14, 15. There is a possibility that the changes in the frequency of waste collections, and an increase in the number of bins per household, may have a visual impact on landscape/heritage areas.</p> <p>5, 6, 7, 11. It is considered that the development of waste management infrastructure for new waste streams would help fill in any processing gaps and be the most likely aspect of waste management strategy to affect these themes. However, currently there are no proposals for the development of new waste management sites; therefore no effect on these themes is predicted.</p>															
<p>Objective 4: Waste as a resource</p>	<p>To explore new opportunities of using all waste as a</p>	<table border="1"> <tr> <td style="background-color: #90EE90;">+</td> <td style="background-color: #32CD32;">++</td> <td style="background-color: #90EE90;">+</td> <td>0</td> <td>0</td> <td>0</td> <td>0</td> <td style="background-color: #90EE90;">+</td> <td style="background-color: #90EE90;">+</td> <td style="background-color: #90EE90;">+</td> <td>0</td> <td style="background-color: #32CD32;">++</td> <td style="background-color: #90EE90;">+</td> <td>0</td> <td>0</td> </tr> </table> <p>This objective aims to achieve sustainable waste management by following the waste hierarchy: Prevention, preparing for re-use, recycling, other recovery and disposal. This objective links to Objective 3: introduction of separate food waste collection</p>	+	++	+	0	0	0	0	+	+	+	0	++	+	0	0
+	++	+	0	0	0	0	+	+	+	0	++	+	0	0			



	<p>resource in accordance with the waste hierarchy.</p>	<p>1, 2, 3. This objective will contribute to an increase in the amount of residual waste that is recycled or composted, and therefore diverted from landfill. Consideration will need to be given to sending the collated waste and recycled materials to nearby locations within each district, borough and city councils to ensure that the environmental effects of transporting do not outweigh the benefits of reducing residual waste. The objective also contributes directly to the theme on circular economy, by seeking to identify uses for and maximising value from waste materials.</p> <p>8. Using waste as a resource will generate investment, as long as there is a commercial benefit to be gained from the products arising. Careful consideration would need to be given to how this objective is realised, as it is considered that the development of waste management infrastructure for new waste streams could have a number of associated environmental effects depending on the nature and location of such development. However, currently there are no proposals for the development of new waste management sites.</p> <p>9, 10, 12, 13. The objective focuses strongly on the reuse of materials and avoidance of waste where possible. There is therefore a great deal of opportunity to positively affect these themes through education/communication on recycling and waste avoidance behaviours and provision of support/facilities for households. Collaboration with local schools, youth groups, businesses and companies as part of this may encourage culture change in current and future generations with regards to recycling and waste avoidance. The objective links well to those aspiring to increase the efficiency and efficacy of recycling across the county. Achieving this objective would also help to offset a growth in waste arising from an increasing population in the county.</p> <p>4, 5, 6, 7, 11, 14, 15. It is considered that the development of waste management infrastructure for new waste streams would be the most likely aspect of waste management strategy to affect these themes. However, currently there are no proposals for the development of new waste management sites; therefore no effect on these themes is predicted.</p>														
<p>Objective 5: Recycling Target</p>	<p>To contribute to the UK recycling target of 50% by 2020.</p>	+	++	+	0	0	0	0	+	+	+	0	+	+	0	0
		<p>This objective aims to increase the percentage of waste recycled and improve the environmental impact of existing services in order to contribute to the UK recycling targets set for 2020.</p>														

		<p>1, 2, 3. An increase in the percentage of recycled materials would lead to a corresponding decrease in the percentage of non-recyclable waste. The relative differences in required collections, vehicles and disposal are likely to lead to a positive effect on carbon emissions and air quality. This objective would also contribute to the circular economy by increasing the potential for additional value to be realised from recyclables.</p> <p>8. An increase in yield of recycled materials could generate revenue and investment from potential consumers of this material. The marketability of the waste stream would depend on their being an adequate, predictable supply.</p> <p>9, 10, 12, 13. The growing population of Lincolnshire may lead to an increase in the amount of household waste generated. This objective could help to offset this impact, by increasing the percentage of this waste that is recyclable. It provides an opportunity to promote recycling and waste avoidance to residents, as well as exploring how to enhance the performance of residential developments in terms of recycling. The objective will also drive a greater efficacy in waste management as the implementation of the strategy aligns with the national recycling target.</p> <p>4, 5, 6, 7, 11, 14, 15. It is considered that the development of waste management infrastructure for new waste streams would be the most likely aspect of the waste management strategy to affect these themes. However, currently there are no proposals for the development of new waste management sites; therefore no effect on these themes is predicted.</p>														
Objective 6: Environmental Performance	To find the most appropriate ways to measure our environmental performance and set appropriate targets.	+	+	+	+	+	+	+	+	+	+	+	+	+	+	
		<p>This objective aims to improve how the environmental performance of the waste management strategy is measured.</p> <p>The measurement of environmental performance, with a view to setting and tracking progress against appropriate targets, will facilitate the identification of areas for improvement, proposal of actions to drive positive changes, and provide evidence against which performance can be tracked. This will have a positive effect on all the themes, and will also tie into the objectives of this SEA, which should be used as a starting point in the development of these measurements/targets.</p> <p>Fulfilling this objective should ensure that the aspects measured link back to tangible environmental and waste management benefits to ensure that progress is not made for progress's sake. This may require a more strategic and holistic approach to target setting, monitoring and review than is standard practice. A feedback action should be included to make sure that the findings in relation to environmental performance have the opportunity to enable further changes to targets so support continual improvement. Working with and learning from authorities outside the LWP on measuring environmental performance and setting targets can also help achieve this objective.</p>														
		++	+	+	+	0	0	0	+	+	+	0	+	+	+	+

<p>Objective 7: Carbon Footprint</p>	<p>To seek to reduce our carbon footprint.</p>	<p>This objective aims to reduce LCC’s carbon footprint.</p> <p>1, 2, 3, 4, 14, 15. Achieving this objective would contribute directly to these themes. It is expected that this objective will be achieved in relation to the number and frequency of waste management collections made. This can be done by reducing waste collection frequency, miles driven and/or using cleaner fuels in waste collection vehicles or new electric/hybrid vehicles. These actions would lead to improvements in air quality and noise emissions associated with waste vehicle collection, as well as the potential for minor improvements in historic and landscape value. There is also the opportunity to explore the reduction of energy used at existing waste management facilities as part of this objective.</p> <p>8, 9, 10, 12, 13. The ways in which this objective could be achieved links well with other objectives around waste avoidance and increased re-use of existing waste streams. There is therefore the opportunity for this objective to have a positive effect on these themes as a result of reduction in waste and realisation of higher quantity and better quality waste streams.</p> <p>5, 6, 7, 8, 11. It is considered that the development of waste management infrastructure for new waste streams would be the most likely aspect of waste management strategy to affect these themes. However, this objective does not necessarily require the development of new waste management sites; it is more closely linked to management of existing infrastructure and processes. Therefore there will be no effect on these themes.</p>															
<p>Objective 8: Residual Waste</p>	<p>To make an objective assessment of whether further residual waste recovery/disposal capacity is required and, if necessary, seek to secure appropriate capacity.</p>	<table border="1" data-bbox="571 829 2016 877"> <tr> <td>-</td><td>-</td><td>-</td><td>-</td><td>-</td><td>-</td><td>+/-</td><td>+</td><td>-</td><td>0</td><td>-</td><td>0</td><td>0</td><td>-</td><td>-</td> </tr> </table> <p>The aim of this objective is to determine if there is a need for new waste infrastructure and what this potential infrastructure would consist of.</p> <p>1, 2, 3, 4. An alternative to a potential new facility/waste infrastructure would be to transport waste out of the county to an existing, but more distant, facility. This would contribute to increased carbon, air quality and noise emissions through highway movements in the transport of waste. However, the construction and operation of a new waste recovery/disposal facility could also lead to an increase in these emissions. This objective therefore has a negative effect on these themes.</p> <p>5, 6, 7, 11, 14, 15. The nature and location of potential new capacity would have the potential to negatively impact these themes as a result of land take, construction and operational emissions, and the addition of infrastructure into the natural, potentially rural/historic environment. Whilst existing legislation protects the water environment to a certain extent, any future development would need to take account of flood risk, both to the development and to other areas as a result of the development. Depending on the extent to which the development incorporated sustainable drainage, it could have positive or negative impacts on drainage and flood risk. It would also need to be resilient in the face of</p>	-	-	-	-	-	-	+/-	+	-	0	-	0	0	-	-
-	-	-	-	-	-	+/-	+	-	0	-	0	0	-	-			

		<p>climate change and the changes this will bring to the natural environment and conditions in which the development would operate.</p> <p>8. This objective would have a positive impact on this theme through the provision of new waste management infrastructure, which would generate investment and employment. The potential for the incorporation of innovative and bold approaches to waste management could also bring benefits. Working with and learning from authorities outside the LWP and engaging with the commercial waste sector could help in forming a solution to processing capacity gaps.</p> <p>9. Additional waste management infrastructure would be able to accommodate the demands of an increasing population, but unless the development contributed to other objectives in relation to waste avoidance or better recycling, then it would not prevent an increase in waste requiring disposal. It is therefore possible that this objective, on balance, would have no impact on this theme.</p>															
Objective 9: LWP Governance Model	To regularly review the LWP governance model in order to provide the best opportunity to bring closer integration and the implementation of the objectives set by the strategy.	0	0	0	0	0	0	0	+	0	+	0	+	+	0	0	<p>This objective aims to encourage and drive efficiency and action within and between the Local Authority areas.</p> <p>10, 12, 13. The use of positive engagement between the LWP and with the local community can encourage behavioural change and promote recycling initiatives, whilst also identifying and exploiting opportunities for innovative approaches towards instigating change.</p> <p>8. The efficiency drive can lead to cost savings if this is implemented correctly through effective communication with the Lincolnshire public and stakeholders.</p> <p>The collaboration between local authorities making up the partnership and working alongside and learning from authorities outside the LWP can help contribute to achieving the objectives set by this strategy. Regular reviews will enable the LWP governance model to be responsive to change, opportunities and challenges in relation to implementation of the strategy. This could provide avenues for economic investment and allow greater flexibility to respond to innovations around sustainable use of resources, waste re-use and waste avoidance.</p>
Objective 10: Innovative Solutions	To consider appropriate innovative solutions in the delivery	?	?	?	?	?	?	?	?	?	?	?	?	?	?	?	<p>This objective aims to encourage the use of innovations to deliver a sustainable waste management service.</p>

	<p>of our waste management services.</p>	<p>There are a number of avenues through which the objective could be fulfilled; for example, use of innovative, or emerging waste management or vehicle technology, education/communication strategies to influence or support changes in householder behaviour, adopting and promoting circular economy thinking, development and/or marketing of products from waste streams, or collaborations with waste producers/users and working with and learning from authorities outside the LWP. The implementation of these innovations could take place at a local authority or a county level, and could have varying influences over each of the themes. The consideration of innovative solutions would need to ensure value for money is achieved. The effect on all SEA themes is therefore considered to be uncertain, because of the lack of information on the potential solutions at this stage.</p>
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## SUMMARY OF ASSESSMENT OF JMWMS OBJECTIVES

4.3.2. The assessment has determined that there is the following potential for environmental effects:

- The introduction of a common set of recycling materials is likely to have a significant positive effect in relation to the sustainable use of resource through effective waste management;
- Exploring the use of waste as a resource via the waste hierarchy is likely to have a significant positive effect in relation to the circular economy and the sustainable use of resource through effective waste management;
- Contributing to the UK's recycling target is likely to have a significant positive effect in relation to the circular economy;
- Seeking to reduce carbon emissions from energy use is likely to have a significant positive effect in relation to carbon emissions.

There are also some unknown effects relating to:

- The effect of separate food waste collections on biodiversity, opportunities for recycling within residential developments, the historic environment and the Lincolnshire countryside; and
- Innovative solutions in the delivery of waste management services.

## 4.4 ASSESSMENT OF CUMULATIVE EFFECTS

4.4.1. The SEA Directive requires that cumulative effects are considered when identifying likely significant effects. These effects arise, for instance, where several developments each have insignificant effects but together have a significant effect; or where several individual effects of the plan (e.g. noise, dust and visual) have a combined effect on an environmental receptor.

4.4.2. The approach taken has been to identify all cumulative effects in terms of:

- Their spatial extent; and
- Their temporal extent;

4.4.3. The tables above have considered how the different elements of the plan combine to affect the various environmental, social and economic elements identified in the SEA Objectives. However, it is also important to consider the effects of plan implementation combined with plans or schemes within and around Lincolnshire. The first section below assesses the potential cumulative effects of the JMWMS with other local plans. Then, the second section below describes potential for cumulative effects resulting from the JMWMS combined with other potential schemes being considered in and around the county.

4.4.4. The tables above have considered how the different elements of the plan combine to affect the various environmental, social and economic elements identified in the SEA Objectives. However, it is also important to consider the effects of plan implementation combined with plans or schemes within and around Lincolnshire. The first section below assesses the potential cumulative effects of the JMWMS with other local plans. Then, the second section below describes potential for cumulative effects resulting from the JMWMS combined with other potential schemes being considered in and around the county.

### CUMULATIVE EFFECTS WITH OTHER PLANS

4.4.5. LCC has five neighbouring authorities that have produced waste management development plans and strategies. These documents have been reviewed at a high level to identify the areas where cumulative effects may rise.

The five local authorities that border Lincolnshire comprise of North Lincolnshire, Nottinghamshire, Leicestershire, Peterborough and Norfolk. Each of these local authorities have a waste management development plan or strategy in place. These are considered in Table 8 below and address the potential for cumulative impacts at a strategic, rather than a site specific level.

**Table 8 – Assessment of potential cumulative effects with other Plans**

Plan	Potential Cumulative Effects	Mitigation/Enhancement Measures
<b>North Lincolnshire Council- Municipal Waste Management Strategy</b>	<p><i>This is the waste strategy for North Lincolnshire Council from 2012-2030. Currently, the household waste produced in North Lincolnshire that is not recycled or composted is buried in the ground in a landfill site.</i></p> <p>The two strategies should be able to work together to reduce the amount of waste sent to landfill. This would manage the amount of future capacity required for waste disposal, taking into account population growth and greater efficiency of waste management.</p>	<p>None proposed.</p>
<b>Nottinghamshire County Council Waste Core Strategy (adopted 2013)</b>	<p><i>This core strategy is part 1 of the Nottinghamshire’s Waste Local Plan and sets out the overall approach to future waste management in Nottinghamshire and Nottingham including estimates of how much waste capacity needs to be provided up to 2031 , what types of sites are suitable and where in broad terms new or extended waste management sites should be located. Part 2 of the Waste Local Plan will consist of the Waste Sites and Policies document and is currently being put together by Nottinghamshire County Council and Nottingham City Council.</i></p> <p>As both strategies suggest the potential for additional waste management capacity, there is the potential for cumulative effects arising from landtake and development of these sites at a regional/national scale. As neighbouring administrative areas, there is potential for a strategic approach to waste management between the two; for example using or managing each other’s waste streams/products as the need arises e.g. composted material, fuel for EfW.</p>	<p>Consult with neighbouring administrative areas as to the opportunities for the use and/or management of various waste streams.</p>
<b>Leicestershire &amp; Leicester WASTE Development Framework (adopted October 2009)</b>	<p><i>Core Strategy &amp; Development Control Policies up to 2021. The Core Strategy includes a spatial vision, spatial strategy, strategic objectives and core policies which set out the key principles to guide the form of waste management development in the WDF area.</i></p> <p>As both strategies suggest the potential for additional waste management capacity, there is the potential for cumulative effects arising from landtake and development of these sites.</p>	<p>None proposed.</p>



<p><b>Cambridgeshire and Peterborough Minerals and Waste Development Plan (adopted July 2011)</b></p>	<p><i>The development plan highlights Cambridgeshire and Peterborough, through the sustainable community's agenda and regional spatial strategy, will be subject to a significant level of growth over the period to 2026. Will need to ensure: that the waste generated in the plan area, including the new developments, is managed in a sustainable way through a network of waste management facilities</i></p> <p>As both strategies suggest the potential for additional waste management capacity, there is the potential for cumulative effects arising from landtake and development of these sites.</p>	<p>None proposed.</p>
<p><b>Norfolk Minerals and Waste Development Framework</b></p>	<p><i>Sets out the spatial vision for future mineral extraction and associated development and waste management facilities in Norfolk from 2011 up to the end of 2026.</i></p> <p>As both strategies suggest the potential for additional waste management capacity, there is the potential for cumulative effects arising from landtake and development of these sites.</p>	<p>None proposed.</p>
<p><b>North East Lincolnshire Municipal Waste Management Plan- Summary 2016-2019</b></p>	<p><i>Provides an overview of the measures that North East Lincolnshire Council (NELC) intends to implement to build on the progress made to date on resource management and further enhance: The services provided to residents and The sustainability of the management of Local Authority Collected Waste (LACW) arising in the area</i></p>	



## CUMULATIVE EFFECTS WITH OTHER SCHEMES

- 4.4.6. This section of the cumulative effects assessment considers the potential for cumulative effects resulting from the JMWMS combined with other potential schemes being considered in and around the county. Within Lincolnshire the Lincolnshire Minerals and Waste Local Plan comprises of two parts: the core strategy and development management policy document which was adopted on 1st June 2016 and sets out the key principles to guide the future winning and working of minerals and the form of waste management development in the County up to 2031; and the Site Locations document which was adopted on 15th December 2017 and includes specific proposals and policies for the provision of land for mineral and waste development.
- 4.4.7. There are policies introduced in the Lincolnshire Minerals and Waste Local Plan where some cumulative effects are considered likely. These policies are:
- Policy W1: Future requirements for new waste facilities
  - Policy W3: Spatial Strategy for New Waste Facilities
  - Policy W4: Locational Criteria for New Waste Facilities in and around main urban areas
  - Policy W5: Biological Treatment of Waste Including Anaerobic Digestion and Open-Air Composting
  - Policy W6: Landfill
  - Policy W7: Small Scale Waste Facilities
  - Policy W8: Safeguarding Waste Management Sites.
- 4.4.8. There are also policies introduced in the Site Locations document where some cumulative effects are considered likely. These policies are:
- Policy SL3: Waste Site and Area Allocations Table 9 discusses the potential for cumulative effects of these nine policies when combined with possible schemes being considered.

**Table 9 – Description of cumulative effects from the JMWMS combined with potential schemes in the county**

Plan/Policy	Potential Cumulative Effects	Mitigation/Enhancement Measures
<p>Policy W1: Future requirements for new waste facilities</p>	<p>This policy focuses on the County Council, through the Site Locations document, identifying locations for a range of new or extended waste management facilities within Lincolnshire where these are necessary to meet the predicted gaps for waste arisings in the county up to and including 2031.</p> <p>The introduction of new waste facilities may potentially have a negative cumulative effect on a number of aspects of the environment, such as biodiversity during land take (SEA theme 5) or disrupting watercourses and changes to flood risk (SEA theme 7). However, currently there are no proposals for the specific development of new waste management sites; therefore no cumulative effect is predicted.</p>	<p>Environmental assessment should be undertaken on an individual project level where appropriate. Depending on the nature and location of the scheme, statutory or non-statutory EIA may be required.</p>
<p>Policy SL3: Waste Site and Area Allocations</p>	<p>Future requirements for new waste facilities in order to meet capacity gaps, in accordance with Policy W1 of the Core Strategy and Development Management Policies document, will be provided through the granting of planning permission for waste uses at Vantage Park, Gonerby Moor and other allocated sites and areas where the applicant can demonstrate that the proposal is in accordance with the development plan.</p>	<p>Environmental assessment should be undertaken on an individual project level where appropriate. Depending on the nature and location of the scheme, statutory or non-statutory EIA may be required.</p>
<p>Policy W3: Spatial Strategy for New Waste Facilities</p>	<p>Proposals for new waste facilities, including extensions to existing waste facilities, will be permitted in and around the following main urban areas:</p> <ul style="list-style-type: none"> <li>Lincoln;</li> <li>Boston;</li> <li>Grantham;</li> <li>Spalding;</li> <li>Bourne;</li> <li>Gainsborough;</li> <li>Louth;</li> <li>Skegness;</li> <li>Sleaford; and</li> <li>Stamford.</li> </ul>	<p>Environmental assessment should be undertaken on an individual project level where appropriate. Depending on the nature and location of the scheme, statutory or non-statutory EIA may be required.</p>

	<p>New waste facility schemes proposed around these urban areas may potentially have a negative cumulative impact on sensitive receptors in close proximity to these locations i.e. residents, NIAs, AQMAs, etc.</p>	
<p>Policy W4: Locational Criteria for New Waste Facilities in and around main urban areas</p>	<p>This policy states that new waste facilities will be permitted provided that they would be located on: previously developed and/or contaminated land; or existing or planned industrial/employment land and buildings; or land already in waste management use; or sites allocated in the Site Locations Document; or In the case of biological treatment the land identified in Policy W5.</p> <p>The permission criteria within this policy will potentially result in a positive cumulative effect due no new agricultural land take for waste management uses (SEA theme 11); it would also have positive cumulative effects on the protecting soil quality and quantity (SEA theme 6).</p>	<p>Any new land take required should be kept to the absolute minimum for practical operation of the scheme; where possible existing in-use land and infrastructure should be used to achieve this.</p> <p>Schemes should take opportunities to improve existing infrastructure, such as drainage, and remediate contaminated land, wherever possible.</p>
<p>Policy W5: Biological Treatment of Waste Including Anaerobic Digestion and Open-Air Composting</p>	<p>Planning permission will be granted for anaerobic digestion, open air composting, and other forms of biological treatment of waste outside of those areas specified in Policy W3 provided that proposals accord with all relevant Development Management Policies set out in the Plan;</p> <p>The provision in this policy allows for the development of sites to accommodate food/green waste, which would enable this waste stream to be managed within Lincolnshire. This avoids the requirement to transport this material outside the county, thereby reducing air quality impacts and carbon footprint from transport. However, the operation of such sites has the potential to affect air quality in different ways (dust, odour), potentially leading to cumulative effects with other types of development/operations common in Lincolnshire (agriculture).</p>	<p>Ensure proposed waste management activities or developments undertake air quality assessments as required.</p>
<p>Policy W6: Landfill</p>	<p>Planning permission will only be granted for new landfills or extensions to existing landfills (inert, non-hazardous and hazardous) provided that: it has been demonstrated that the current capacity is insufficient to manage that waste arising in Lincolnshire or its equivalent, which requires disposal to landfill in the County; and</p>	<p>Ensure waste management proposals include sustainable landscape management plans.</p>

	<p>there is a long term improvement to the local landscape and character of the area, with enhanced public access where appropriate; and the development would not cause a significant delay to the restoration of existing waste disposal sites; and the proposals accord with all relevant Development Management and Restoration Policies set out in the Plan.</p> <p>The permission criteria within this policy will potentially result in a positive cumulative effect due no new agricultural land take for waste management uses (SEA theme 11); it could have also have positive cumulative effects on the protecting landscape in the longer term (SEA theme 15).</p>	
Policy W7: Small Scale Waste Facilities	<p>Planning permission will be granted for small scale waste facilities, including small extensions to existing waste facilities, outside of those areas specified in Policy W3 provided that: there is a proven need to locate such a facility outside of the main urban areas; and the proposals accord with all relevant Development Management Policies set out in the Plan; and the facility would be well located to the arisings of the waste it would manage; and they would be located on land which constitutes previously developed and/or contaminated land, existing or planned industrial/employment land, or redundant agricultural and forestry buildings and their curtilages.</p> <p>The permission criteria within this policy will potentially result in a positive cumulative effect due no new agricultural land take for waste management uses (SEA theme 11). There could also be a positive influence on air quality (SEA them 3) as a result of co-locating waste production and management. However, the incremental development of even small scale waste facilities could have negative impacts on biodiversity, landscape, noise, geology and soils, water and cultural heritage.</p>	<p>Any new land take required should be kept to the absolute minimum for practical operation of the scheme; where possible existing in-use land and infrastructure should be used to achieve this.</p> <p>Schemes should take opportunities to improve existing infrastructure, such as drainage, and remediate contaminated land, wherever possible.</p>
Policy W8: Safeguarding Waste Management Sites	<p>The County Council will seek to safeguard existing and allocated waste management facilities from redevelopment to a non-waste use and/or the encroachment of incompatible development.</p> <p>By retaining existing waste sites, this policy facilitates the avoidance of landtake for new waste management infrastructure. This is positive for those SEA themes potentially affected most by landtake (agriculture, biodiversity etc).</p>	<p>Any new land take required should be kept to the absolute minimum for practical operation of the scheme; where possible existing in-use land and infrastructure should be used to achieve this.</p>

## 5 MITIGATION AND MONITORING

### 5.1 INTRODUCTION

- 5.1.1. The SEA Regulations require that mitigation measures are considered to prevent, reduce or offset any significant adverse effects on the environment of implementing the plan. The guidance states that mitigation measures include both proactive avoidance of adverse effects and actions taken after potential effects are identified.
- 5.1.2. Whilst there were no significant negative effects identified in the assessment, there are a number of unknown effects, as well as the potential for some significant positive effects. The measures proposed below have therefore been identified in order to ensure that positive effects and the potential for enhancement are realised.
- 5.1.3. The SEA Regulations also require that monitoring is undertaken on a plan so that the significant effects of implementation can be identified and remedial action imposed. Monitoring also provides an important measure of the performance of the JMWMS against environmental objectives and targets. Monitoring is also used to manage uncertainty, improve knowledge, enhance transparency and accountability, and to manage environmental information.

### 5.2 PROPOSED MITIGATION

- 5.2.1. The mitigation measures proposed in Table 10 are geared towards the effects of the proposed JMWMS objectives, which are likely to result with the implementation of the JMWMS. The proposed mitigation measures set out below, where applicable, should be considered for each individual waste action/scheme. The measures should then be incorporated into the design, construction and operational stages of the proposed schemes.

**Table 10 - Proposed Mitigation Measures**

	<b>Proposed Mitigation</b>
1	Should the development of additional waste management capacity be required, environmental assessment should be undertaken on an individual project level where appropriate. Depending on the nature and location of the scheme, statutory EIA or other environmental assessments may be required.
2	Construction should be undertaken in line with a Construction Management Plan which should include measures to manage construction traffic, reduce environmental impacts and make the most of opportunities for enhancement such as landscape and habitat planting. CMPs should also encourage the use of best practice construction methods and equipment.
3	Where changes in the provision of waste collection services are proposed, in terms of materials collected and frequency, consideration will be given to the duties of each Local Authority in relation to noise and air quality.
4	Consideration of low or zero emission vehicles, such as hybrid or electric, should be considered.
5	Schemes which involve information provision should consider whether it is possible to include information such as a) flood alerts or weather events affecting waste infrastructure to increase resilience to climate change, or b) that relating to seasonal variations in waste such as green waste during the summer, or food/packaging waste during holidays.
6	Collaboration with environmental organisations should be considered, particularly where schemes are close to areas of environmental interest e.g. designated sites, habitat, to ensure opportunities for study and conservation are explored.
7	Undertake collaboration with local schools, youth groups, businesses and companies as part of any change in waste collection services or information provision with regards to recycling and waste avoidance.

8	Ensure proposed waste management activities or developments undertake air quality assessments as required.
9	Ensure waste management proposals include sustainable landscape management plan as part of their design and operation.
10	Consult with neighbouring administrative areas as to the opportunities for the use and/or management of various waste streams.
11	Ensure SEA recommendations are linked to future waste management actions/schemes, by making use of the SEA objectives and indicators in the development of action/scheme specific monitoring.

## 5.3 PROPOSED MONITORING

- 5.3.1. The existing JMWMS sets out how an action plan, which will break down the actions and tasks required to meet Lincolnshire’s targets and objectives set in the strategy, will be prepared. The delivery of the tasks within the action plan will be monitored and reviewed annually to ensure the partnership would deliver the targets it sets itself through the strategy. Where significant changes occur the action plan will be updated accordingly.
- 5.3.2. The action plan will establish how the strategy will be delivered, considering what will be required by the Partnership in terms of:
- Action required to deliver waste minimisation and further increase recycling and composting,
  - Future changes or improvements to collection services (residual waste, dry recycling, garden waste and potential kitchen waste),
  - Investments required to deliver future residual waste treatment facility and additional recycling infrastructures.
- 5.3.3. SEA monitoring is related more to the significant or uncertain environmental effects of the JMWMS. The proposed monitoring programme is set out in Table 11.

**Table 11 – Proposed monitoring indicators**

SEA Theme	Potential Indicators	Proposed Monitoring Indicators
<b>Climatic Factors</b>		
1. To reduce carbon emissions from energy use.	Amount of fuel used in waste management collections per annum.	Amount and type of fuel used in waste management collections per annum.
2. To contribute to a circular economy through the use of waste management collection infrastructure and recycled materials.	Replacement bins that are recycled at the end of their useful life	Replacement bins that are recycled at the end of their useful life
<b>Air Quality</b>		
3. To prevent deterioration of air quality within the county and where possible make improvements.	Percentage of Euro VI engines, electric vehicles, hybrid vehicles, biogas or hydrogen fuelled vehicles operating on behalf of the local authorities in a waste management related capacity per annum	Percentage of Euro VI engines, electric vehicles, hybrid vehicles, biogas or hydrogen fuelled vehicles operating on behalf of the local authorities in a waste management related capacity per annum
<b>Noise</b>		

SEA Theme	Potential Indicators	Proposed Monitoring Indicators
4. To minimise the effects of noise in the identified NIAs.	Number of planning applications for new waste management infrastructure that consider the appropriateness of access through NIAs	Number of planning applications for new waste management infrastructure that consider the appropriateness of access through NIAs
Biodiversity, Flora and Fauna		
5. To maintain biodiversity in Lincolnshire	Significant effects upon biodiversity identified during the planning consenting process for new waste management infrastructure.	Area of greenfield land lost to new waste management uses per annum  Uptake of biodiversity net positive initiatives at new and existing waste management sites
Geology and Soils		
6. Promote the conservation and wise use of land, and protect soil quality and quantity.	Tonnes of green waste that is used as compost per annum	Tonnes of green waste that is used as compost per annum
	Fly tipping incidents per annum	Fly tipping incidents per annum
Water		
7. To protect water courses and improve the quality of water and wastewater discharges resulting from waste management activities.	Number of surface water discharge applications for new waste management infrastructure agreed by the Environment Agency.	Number of surface water discharge applications for new waste management infrastructure agreed by the Environment Agency.
Population and Human Health		
8. To encourage economic investment through waste management	Monetary value of new waste management infrastructure developed per annum	Monetary value of new waste management infrastructure developed per annum
9. To ensure that the growing population of Lincolnshire does not lead to an increase in the percentage of waste disposed of.	Total percentage of waste recycled and composted per annum	Total percentage of waste recycled and composted per annum
	Total percentage of waste recovered per annum	Total percentage of waste recovered per annum
Material Assets		
10. To facilitate opportunities for recycling within residential development.	Proportion of housing scheme planning approvals where dedicated waste management storage considerations are included in the application per annum	Proportion of housing scheme planning approvals where dedicated waste management storage considerations are included in the application per annum
11. To protect agricultural resources from waste management activities	Area of agricultural land lost to waste management uses per annum	Area of agricultural land lost to waste management uses per annum



<b>SEA Theme</b>	<b>Potential Indicators</b>	<b>Proposed Monitoring Indicators</b>
12. To encourage material re-use/waste avoidance.	Waste generated per capita per annum	Waste generated per capita per annum
13. To ensure sustainable use of resources through effective waste management.	Amount of energy generated by the EfW (as a measure of non-combustible diversion rates) per annum	Amount of energy generated by the EfW (as a measure of non-combustible diversion rates) per annum
	Amount of heat exported from the EfW.	Amount of heat exported from the EfW.
	Percentage of recyclables in residual waste per month (as an indicator of resources lost to less sustainable management)	Percentage of recyclables in residual waste per month (as an indicator of resources lost to less sustainable management)
Cultural Heritage		
14. Protect and enhance the historic environment, heritage assets and their setting (including architectural and archaeological heritage)	Number of archaeological investigations and cultural heritage setting assessments undertaken for new waste management infrastructure.	Number of archaeological investigations and cultural heritage setting assessments undertaken for new waste management infrastructure.
Landscape		
15. To protect and enhance the countryside in Lincolnshire	The quality of Landscape character areas, Area of Green Belt land and Area designated as AONB	Area of landscape character area, green belt or AONB designation lost to waste management uses per annum



## Equality Impact Analysis to enable informed decisions

### The purpose of this document is to:-

- I. help decision makers fulfil their duties under the Equality Act 2010 and
- II. for you to evidence the positive and adverse impacts of the proposed change on people with protected characteristics and ways to mitigate or eliminate any adverse impacts.

### Using this form

This form must be updated and reviewed as your evidence on a proposal for a project/service change/policy/commissioning of a service or decommissioning of a service evolves taking into account any consultation feedback, significant changes to the proposals and data to support impacts of proposed changes. The key findings of the most up to date version of the Equality Impact Analysis must be explained in the report to the decision maker and the Equality Impact Analysis must be attached to the decision making report.

**\*\*Please make sure you read the information below so that you understand what is required under the Equality Act 2010\*\***

### Equality Act 2010

The Equality Act 2010 applies to both our workforce and our customers. Under the Equality Act 2010, decision makers are under a personal duty, to have due (that is proportionate) regard to the need to protect and promote the interests of persons with protected characteristics.

### Protected characteristics

The protected characteristics under the Act are: age; disability; gender reassignment; marriage and civil partnership; pregnancy and maternity; race; religion or belief; sex; sexual orientation.

### Section 149 of the Equality Act 2010

Section 149 requires a public authority to have due regard to the need to:

- Eliminate discrimination, harassment, victimisation, and any other conduct that is prohibited by/or under the Act
- Advance equality of opportunity between persons who share relevant protected characteristics and persons who do not share those characteristics
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

The purpose of Section 149 is to get decision makers to consider the impact their decisions may or will have on those with protected characteristics and by evidencing the impacts on people with protected characteristics decision makers should be able to demonstrate 'due regard'.

### **Decision makers duty under the Act**

Having had careful regard to the Equality Impact Analysis, and also the consultation responses, decision makers are under a personal duty to have due regard to the need to protect and promote the interests of persons with protected characteristics (see above) and to:-

- (i) consider and analyse how the decision is likely to affect those with protected characteristics, in practical terms,
- (ii) remove any unlawful discrimination, harassment, victimisation and other prohibited conduct,
- (iii) consider whether practical steps should be taken to mitigate or avoid any adverse consequences that the decision is likely to have, for persons with protected characteristics and, indeed, to consider whether the decision should not be taken at all, in the interests of persons with protected characteristics,
- (iv) consider whether steps should be taken to advance equality, foster good relations and generally promote the interests of persons with protected characteristics, either by varying the recommended decision or by taking some other decision.

## **Conducting an Impact Analysis**

The Equality Impact Analysis is a process to identify the impact or likely impact a project, proposed service change, commissioning, decommissioning or policy will have on people with protected characteristics listed above. It should be considered at the beginning of the decision making process.

### **The Lead Officer responsibility**

This is the person writing the report for the decision maker. It is the responsibility of the Lead Officer to make sure that the Equality Impact Analysis is robust and proportionate to the decision being taken.

### **Summary of findings**

You must provide a clear and concise summary of the key findings of this Equality Impact Analysis in the decision making report and attach this Equality Impact Analysis to the report.

## Impact – definition

An impact is an intentional or unintentional lasting consequence or significant change to people's lives brought about by an action or series of actions.

### How much detail to include?

The Equality Impact Analysis should be proportionate to the impact of proposed change. In deciding this asking simple questions “Who might be affected by this decision?” “Which protected characteristics might be affected?” and “How might they be affected?” will help you consider the extent to which you already have evidence, information and data, and where there are gaps that you will need to explore. Ensure the source and date of any existing data is referenced.

You must consider both obvious and any less obvious impacts. Engaging with people with the protected characteristics will help you to identify less obvious impacts as these groups share their perspectives with you.

A given proposal may have a positive impact on one or more protected characteristics and have an adverse impact on others. You must capture these differences in this form to help decision makers to arrive at a view as to where the balance of advantage or disadvantage lies. If an adverse impact is unavoidable then it must be clearly justified and recorded as such, with an explanation as to why no steps can be taken to avoid the impact. Consequences must be included.

**Proposals for more than one option** If more than one option is being proposed you must ensure that the Equality Impact Analysis covers all options. Depending on the circumstances, it may be more appropriate to complete an Equality Impact Analysis for each option.

**The information you provide in this form must be sufficient to allow the decision maker to fulfil their role as above. You must include the latest version of the Equality Impact Analysis with the report to the decision maker. Please be aware that the information in this form must be able to stand up to legal challenge.**

## Background Information

<b>Title of the policy / project / service being considered</b>	Joint Municipal Waste Management Strategy for Lincolnshire	<b>Person / people completing analysis</b>	Matthew Michell Senior Commissioning Officer (Waste)
<b>Service Area</b>	Planning Services	<b>Lead Officer</b>	Neil McBride Planning Manager
<b>Who is the decision maker?</b>	Each individual LWP member authority	<b>How was the Equality Impact Analysis undertaken?</b>	Desk top exercise initially. Now includes feedback from stakeholder consultation which specifically asked about impacts on protected characteristics.
<b>Date of meeting when decision will be made</b>	<a href="#">Click here to enter a date.</a>	<b>Version control</b>	V1.3
<b>Is this proposed change to an existing policy/service/project or is it new?</b>	Existing policy/service/project	<b>LCC directly delivered, commissioned, re-commissioned or de-commissioned?</b>	Commissioned
<b>Describe the proposed change</b>	Revision of the Joint Municipal Waste Management Strategy which sets out the Lincolnshire Waste Partnership's strategic vision for waste management services.		

### **Evidencing the impacts**

In this section you will explain the difference that proposed changes are likely to make on people with protected characteristics. To help you do this first consider the impacts the proposed changes may have on people without protected characteristics before then considering the impacts the proposed changes may have on people with protected characteristics.

You must evidence here who will benefit and how they will benefit. If there are no benefits that you can identify please state 'No perceived benefit' under the relevant protected characteristic. You can add sub categories under the protected characteristics to make clear the impacts. For example under Age you may have considered the impact on 0-5 year olds or people aged 65 and over, under Race you may have considered Eastern European migrants, under Sex you may have considered specific impacts on men.

### **Data to support impacts of proposed changes**

When considering the equality impact of a decision it is important to know who the people are that will be affected by any change.

#### Population data and the Joint Strategic Needs Assessment

The Lincolnshire Research Observatory (LRO) holds a range of population data by the protected characteristics. This can help put a decision into context. Visit the LRO website and its population theme page by following this link: <http://www.research-lincs.org.uk> If you cannot find what you are looking for, or need more information, please contact the LRO team. You will also find information about the Joint Strategic Needs Assessment on the LRO website.

#### Workforce profiles

You can obtain information by many of the protected characteristics for the Council's workforce and comparisons with the labour market on the [Council's website](#). As of 1<sup>st</sup> April 2015, managers can obtain workforce profile data by the protected characteristics for their specific areas using Agresso.

**Positive impacts**

The proposed change may have the following positive impacts on persons with protected characteristics – If no positive impact, please state 'no positive impact'.

<b>Age</b>	14% of consultation responses identified a positive impact, including: <ul style="list-style-type: none"> <li>- Environmental benefits good for future generations</li> <li>- Service improvements could improve accessibility for those with mobility issues, both at kerbside and at Household Waste Recycling Centres</li> </ul>
<b>Disability</b>	9% of consultation responses identified a positive impact, including: <ul style="list-style-type: none"> <li>- Service changes could improve accessibility for those with mobility issues, both at kerbside and at Household Waste Recycling Centres</li> </ul>
<b>Gender reassignment</b>	no positive impact
<b>Marriage and civil partnership</b>	no positive impact
<b>Pregnancy and maternity</b>	9% of consultation responses identified a positive impact, including: <ul style="list-style-type: none"> <li>- Service changes could improve accessibility for those with mobility issues, both at kerbside and at Household Waste Recycling Centres</li> </ul>
<b>Race</b>	no positive impact
<b>Religion or belief</b>	no positive impact

Sex	no positive impact
Sexual orientation	no positive impact

**If you have identified positive impacts for other groups not specifically covered by the protected characteristics in the Equality Act 2010 you can include them here if it will help the decision maker to make an informed decision.**

Many consultation responses identified that the environmental benefits of the JMWMS would be good for everyone. For most groups more responses identified a positive impact than a negative one.

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### Adverse/negative impacts

You must evidence how people with protected characteristics will be adversely impacted and any proposed mitigation to reduce or eliminate adverse impacts. An adverse impact causes disadvantage or exclusion. If such an impact is identified please state how, as far as possible, it is justified; eliminated; minimised or counter balanced by other measures.

If there are no adverse impacts that you can identify please state 'No perceived adverse impact' under the relevant protected characteristic.

**Negative impacts of the proposed change and practical steps to mitigate or avoid any adverse consequences on people with protected characteristics are detailed below. If you have not identified any mitigating action to reduce an adverse impact please state 'No mitigating action identified'.**

<p>Age Page 252</p>	<p>19% of consultation responses identified a negative impact, including:</p> <ul style="list-style-type: none"><li>- May be confused by service changes. Mitigation = Focussed communications through a variety of methods for all</li><li>- May have difficulty moving heavy wheelie bins. Mitigation = Assisted collections available</li><li>- May have difficulty with repeated emptying of kitchen food caddy. Mitigation = kitchen caddy is very small with liner making it easy to remove</li><li>- Possible infection from decaying food waste. Mitigation = Lidded kitchen caddy; exterior bin; weekly collections</li><li>- Difficult to access Household Waste Recycling Centres or bring banks. Mitigation = Proactive assistance from site staff</li></ul>
<p>Disability</p>	<p>21% of consultation responses identified a negative impact, including:</p> <ul style="list-style-type: none"><li>- May be confused by service changes. Mitigation = Focussed communications through a variety of methods for all</li><li>- May have difficulty moving heavy wheelie bins. Mitigation = Assisted collections available</li><li>- May have difficulty with repeated emptying of kitchen food caddy. Mitigation = kitchen caddy is very small with liner making it easy to remove</li><li>- Possible infection from decaying food waste. Mitigation = Lidded kitchen caddy; exterior bin; weekly collections</li><li>- Difficult to access HWRC's or bring banks. Mitigation = Proactive assistance from site staff is already available</li><li>- Access to plastic recycling if kerbside service removed due to Deposit Return Scheme. Mitigation = Consideration of alternative service if this happens</li></ul>



<b>Gender reassignment</b>	No perceived adverse impact
<b>Marriage and civil partnership</b>	No perceived adverse impact
<b>Pregnancy and maternity</b>	<p>13% of consultation responses identified a negative impact, including:</p> <ul style="list-style-type: none"> <li>- May be confused by service changes (a consultation response suggested this). Mitigation = Focussed communications through a variety of methods for all</li> <li>- May have difficulty moving heavy wheelie bins. Mitigation = Assisted collections available</li> <li>- May have difficulty with repeated emptying of kitchen food caddy. Mitigation = kitchen caddy is very small with liner making it easy to remove</li> <li>- Possible infection from decaying food waste. Mitigation = Lidded kitchen caddy; exterior bin; weekly collections</li> <li>- Difficult to access HWRC's or bring banks. Mitigation = Proactive assistance from site staff</li> <li>- Nappies &amp; formula milk produce extra waste. Mitigation = partners continue to promote breast-feeding to those who are able and reusable nappies</li> </ul>
<b>Race</b>	<p>4% of consultation responses identified a negative impact, including:</p> <ul style="list-style-type: none"> <li>- May be confused by service changes (where English is not first language). Mitigation = Focussed communications through a variety of methods</li> </ul>
<b>Religion or belief</b>	No perceived adverse impact
<b>Sex</b>	<p>6% of consultation responses identified a negative impact, including:</p> <ul style="list-style-type: none"> <li>- May have difficulty moving heavy wheelie bins (a consultation response suggested this). Mitigation = Assisted collections available</li> <li>- Difficult to access HWRC's or bring banks ("parents with children and single parent families being more likely to be female"). Mitigation = Proactive assistance from site staff</li> </ul>

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<b>Sexual orientation</b>	No perceived adverse impact
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**If you have identified negative impacts for other groups not specifically covered by the protected characteristics under the Equality Act 2010 you can include them here if it will help the decision maker to make an informed decision.**

Residents of terraced properties - Lack of space for storing multiple bins. Mitigation = Consideration of alternative service

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## Stakeholders

Stake holders are people or groups who may be directly affected (primary stakeholders) and indirectly affected (secondary stakeholders)

You must evidence here who you involved in gathering your evidence about benefits, adverse impacts and practical steps to mitigate or avoid any adverse consequences. You must be confident that any engagement was meaningful. The Community engagement team can help you to do this and you can contact them at [consultation@lincolnshire.gov.uk](mailto:consultation@lincolnshire.gov.uk)

State clearly what (if any) consultation or engagement activity took place by stating who you involved when compiling this EIA under the protected characteristics. Include organisations you invited and organisations who attended, the date(s) they were involved and method of involvement i.e. Equality Impact Analysis workshop/email/telephone conversation/meeting/consultation. State clearly the objectives of the EIA consultation and findings from the EIA consultation under each of the protected characteristics. If you have not covered any of the protected characteristics please state the reasons why they were not consulted/engaged.

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### Objective(s) of the EIA consultation/engagement activity

The questionnaire for the consultation on the overall contents of the JMWMS included a question asking respondents to identify any impacts as a result of protected characteristics.

**Who was involved in the EIA consultation/engagement activity? Detail any findings identified by the protected characteristic**

<b>Age</b>	Positive and negative impacts have been updated following consultation. Almost one fifth of consultation respondents identified a negative impact, a slightly smaller number identified benefits. These are listed in the impacts sections above.
<b>Disability</b>	Over 20% of consultation respondents identified potential negative impacts, which is representative of the estimated population in the county. All matters have been reviewed and mitigation identified in the impacts sections above.
<b>Gender reassignment</b>	
<b>Marriage and civil partnership</b>	
<b>Pregnancy and maternity</b>	Matters raised during consultation have been noted, alongside their mitigation, in the impacts section above.
<b>Race</b>	A representative four percent of respondents identified issues and mitigation is in place, as identified above.
<b>Religion or belief</b>	

<b>Sex</b>	A small number of consultation respondents identified issues relating to gender and have mitigations in place.
<b>Sexual orientation</b>	
<b>Are you confident that everyone who should have been involved in producing this version of the Equality Impact Analysis has been involved in a meaningful way?</b> The purpose is to make sure you have got the perspective of all the protected characteristics.	Yes. Because of data protection concerns (asking so many detailed questions might have led to the unintentional identification of some respondents), the JMWMS consultation survey did not ask people for personal information. However, the consultation on the overall contents of the JMWMS allowed anyone with an interest in our waste services to identify any impacts on those with protected characteristics.
<b>Once the changes have been implemented how will you undertake evaluation of the benefits and how effective the actions to reduce adverse impacts have been?</b>	Any impacts identified through the survey were assessed and are summarised in this EIA. This EIA will be reviewed in Summer 2019, around 6 months after the anticipated adoption of the JMWMS..

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### Further Details

<b>Are you handling personal data?</b>	<p>No</p> <p>If yes, please give details.</p>
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<b>Actions required</b>	<b>Action</b>	<b>Lead officer</b>	<b>Timescale</b>
Include any actions identified in this analysis for on-going monitoring of impacts.	Review around 6 months after the anticipated adoption of the JMWMS..	Neil McBride LCC Planning Manager	Summer 2019
<b>Signed off by</b>		<b>Date</b>	Click here to enter a date.

Prosperous Communities Committee Work Plan

Purpose:

This report provides a summary of reports that are due on the Forward Plan over the next 12 months for the Prosperous Communities Committee.

Recommendation:

1. That members note the schedule of reports.

<b>Prosperous Communities Committee</b>			
Active/Closed	Active		
<b>Date</b>	<b>Title</b>	<b>Lead Officer</b>	<b>Purpose of the report</b>
Being scoped	<b>Community Engagement Strategy</b>	Grant White	To introduce a new Community Engagement Strategy for West Lindsey District Council replacing the current Consultation Strategy 2008
Being scoped Total			
<b>29/01/2019</b>	<b>Leisure Contract Update</b>	Karen Whitfield	To update Members on the implementation of the leisure contract and performance to date
	<b>Public Realm Task &amp; Finish Group</b>	Grant White	Final report to scrutinise the effectiveness of the services offered by public agencies in maintaining the rural public realm.
	<b>Options for Future Communication</b>	Julie Heath	to present alternative options for communication with the electorate as resolved by PC Cttee in October 2017
	<b>Base Budget 19/20</b>	Tracey Bircumshaw	To set the budget for 2019/20

	<b>Report on Housing Company</b>	Eve Fawcett-Moralee	Matters arising from Full Council requested a paper to go to prosperous Communities, arising from a motion. EFM has now confirmed the aim will be for this to go by December 18, ahead of Full Council 19.
	<b>Customer First - Progress Report</b>	Michelle Carrington	To update the cttee on progress in implementing the programme, as requested and resolved at pc cttee meeting on 17 July.  Further update planned for July 19
	<b>MOU Joint Action - Improving Health thru' the Home</b>	Rachel Parkin	To agree the joint action
	<b>Gainsborough Riverside Walk Acquisition</b>	Joanna Walker	Officers have negotiated the Heads of Terms to purchase the currently closed section of the Riverside Walk (along the existing factory and outside the Riverside Approach development). Officers envisage to seek external funding to assist with the delivery of the Riverside Walk.
	<b>South West Ward Waste Collections Review - Update</b>	Ady Selby	To update Members on the findings of the engagement exercise and offer alternative options where appropriate.
	<b>Corporate Strategic Health Role</b>	Karen Whitfield	To set out the Authority's future strategic role in health.



	<b>Local Plan - Proposed Review to commence late 2019</b>	Oliver Fytche-Taylor	To update Members on a report recommending the commencement of a review of the Central Lincs Local Plan, considered by the Central Lincolnshire Joint Strategic Planning Committee at their meeting on 14 Jan 2019. This review is a requirement of new national policy.
29/01/2019 Total			
<b>19/03/2019</b>	<b>P&amp;D Period 3 Report 2018/19</b>	Mark Sturgess	To consider the Progress and Delivery report for period 3 of 2018/19
19/03/2019 Total			
<b>Grand Total</b>			

# Agenda Item 8a

By virtue of paragraph(s) 3 of Part 1 of Schedule 12A  
of the Local Government Act 1972.

Document is Restricted