

MEETING

ENVIRONMENT COMMITTEE

DATE AND TIME

THURSDAY 13TH SEPTEMBER, 2018

AT 7.00 PM

VENUE

HENDON TOWN HALL, THE BURROUGHS, LONDON NW4 4BQ

TO: MEMBERS OF ENVIRONMENT COMMITTEE (Quorum 3)

Chairman: Dean Cohen

Vice Chairman: Peter Zinkin

Councillors

Elliot Simberg

Laithe Jajeh

Jo Cooper

Alison Cornelius

Alan Schneiderman

Laurie Williams

Thomas Smith

Geoff Cooke

Substitute Members

Roberto Weeden-Sanz

Kath McGuirk

Nizza Fluss

Tim Roberts

Sarah Wardle

Nagus Narenthira

In line with the Constitution's Public Participation and Engagement Rules, requests to submit public questions or comments must be submitted by 10AM on the third working day before the date of the committee meeting. Therefore, the deadline for this meeting is Monday 10 September at 10AM. Requests must be submitted to Jan Natynczyk, Jan.Natynczyk@Barnet.gov.uk, 020 8359 5129.

You are requested to attend the above meeting for which an agenda is attached.

Andrew Charlwood – Head of Governance

Governance Services contact: Jan.Natynczyk@Barnet.gov.uk

Media Relations Contact: Gareth Greene 020 8359 7039

ASSURANCE GROUP

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ORDER OF BUSINESS

Item No	Title of Report	Pages
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11.	Draft Barnet Domestic Crossover Policy	229 - 270
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Decisions of the Environment Committee

5 June 2018

Members Present:-

AGENDA ITEM 1

Councillor Dean Cohen (Chairman)
Councillor Peter Zinkin (Vice-Chairman)

Councillor Simberg	Councillor Alan Schneiderman
Councillor Thomas Smith	Councillor Jo Cooper
Councillor Laithe Jajeh	Councillor Geof Cooke
Councillor Alison Cornelius	Councillor Tim Roberts (in place of Cllr Williams)

1. MINUTES OF THE PREVIOUS MEETING

RESOLVED that the minutes of the Environment Committee held on 10 May 2018 be approved.

2. ABSENCE OF MEMBERS

Councillor Lurie Williams gave his apologies for absence. Councillor Time Roberts was in attendance for him as a Substitute Member.

3. DECLARATIONS OF MEMBERS' DISCLOSABLE PECUNIARY INTERESTS AND NON-PECUNIARY INTERESTS

None.

4. REPORT OF THE MONITORING OFFICER (IF ANY)

None.

5. PUBLIC QUESTIONS AND COMMENTS (IF ANY)

The Environment Committee noted the details of public questions and public comments that had been submitted and circulated. Members of the public had the opportunity to ask supplementary questions.

6. MEMBERS' ITEMS

Cllr Alan Schneiderman - Inquiry into problems at Oakleigh Depot and missed bin collections

Councillor Schneiderman introduced the item and requested that the Committee supported his Member's Item.

The chairman moved that the item be voted on as circulated.
In support of the Members Item – 4
Against the Members item – 6

The Chairman moved the following resolution that was unanimously agreed:

Resolved:

Having considered the report, the Committee

- Noted the members items
- Noted the resolution in item 7 that was considered earlier in the meeting
- Noted that the Strategic Director for Environment be requested to advise Members on further developments

Cllr Geof Cooke - Cross-borough boundary road safety – Pattison Road and Hermitage Lane

Councillor Cooke introduced the item and requested that the Committee supported his Member's Item.

Having considered the report

Resolved:

- the committee noted the Member's Item

Cllr Laurie Williams - Resident parking in East Barnet car parks

Councillor Tim Roberts was allowed to introduce the item in the absence of Councillor Laurie Williams, however the Chairman proposed that a site visit be arranged which resolved the matter.

Having considered the report

Resolved:

- That the Committee noted that a site meeting would take place between Officers and Ward Members

Cllr Jo Cooper - Alternate weekly bin collections

Councillor Jo Cooper introduced the item and requested that the Committee supported the Member's Item.

Having considered the report

Resolved:

- That the Committee agreed that the attending Governance Officer circulated the Item to the membership of the Policy and Recourses Committee the item.

7. STREET SCENE OPERATIONAL CHANGES 2018-19

The Strategic Director for Environment introduced the item. He outlined the operational changes that will be delivered within Street Scene Service during 2018/19 to deliver more efficient ways of working, increase the resilience of service delivery and contribute to the £1 million 2018-19 Medium Term Financial Plan (MTFP) savings and income

target allocations to Street Scene Services. He gave an overview of the recommendations, he invited the Committee to consider and resolve.

The Chairman noted that Committee Members had received a representation form UNSION.

The Chairman, Councillor Dean Cohen moved the following resolution, this was seconded by Councillor Peter Zinkin.

1. That the Environment Committee notes the Barnet Conservative manifesto commitment that weekly refuse collections will be maintained, and that the proposed Alternate Weekly Collection (AWC) referred to in the November 2017 Environment Committee Business Planning report will not be introduced.

This was unanimously agreed.

The Chairman then requested that the report's recommendations be voting on.

2. That the Environment Committee noted the following operational service changes as set out in this report:

Service Change 1 –

- I. Reorganisation of recycling and refuse rounds and changes to resident's bin collection dates

Vote

For - 6

Abstained – 4

- II. Service Change 3 - Removal of recycling bring sites

Vote

For - 6

Against noting – 4

Councillor Dean Cohen moved an amendment to the following resolution, this was seconded by Councillor Peter Zinkin:

III. Service Change 4 - Christmas and New Year collections and the winter suspension of (up to six weeks) garden waste collection service

Vote

For - 6

Against noting – 4

IV. Service Change 6 - Time banded waste collections in town centres

Vote

For – 6

Against noting – 4

3. Councillor Peter Zinkin moved to amend recommendation 2 (which became resolution 3) to add to the recommendation as follows:

- that the Strategic Director for Environment investigate over the next few months methods for people that want to recycle household food waste

taking into account any cost. It was requested that options be considered at the next meeting. This was seconded by Councillor Thomas Smith.

Vote

For – 6

Against – 4

Therefore the it was resolved that:

- I. Service Change 2 - Stop all separate household food waste collections that the Strategic Director for Environment investigate over the next few months methods for people that want to recycle household food waste taking into account any cost. It was requested that options be considered at the next meeting.

Vote

- For – 6

- Against noting – 4

4. That the Environment Committee considers and approves the following fees and charges to support the service changes planned for 2018-19.

II. Service Change 5 - Charging for Replacement Waste and Recycling Containers as set out in out in Appendix B.

Vote:

For – 6

Against - 4

5. That the Environment Committee approves the Environmental Fixed Penalty Notices (FPN) levels set out in Appendix C.

Vote

For – 6

Abstained – 4

8. DOCKLESS POOL BIKES IN BARNET

The Committee consider the report and the recommendations.

Following the consideration of the report by Members the Chairman moved the item to the vote.

Before the recommendations were considered however, the Committee agreed that the number of bikes be delegated to the Strategic Director for Environment. It was further noted that the Committee have the opportunity to review the pilot when the two year period is completed.

The Chairman on behalf of the Committee gave thanks to Mr Klaff for his representation that he gave during the public engagement section of the meeting.

Having considered the report, the Committee unanimously:

Resolved

- That Environment Committee agreed to the commencement in June 2018 of the pilot of dockless pool bike provision as outlined in report.

- That Environment Committee agreed to the proposed next steps outlined in this report and that the company Urbo, are chosen to provide the dockless cycles for this pilot.

9. 2017/18 ANNUAL PARKING REPORT

The Strategic Director for Environment introduced the item.

Following the consideration of the report the Chairman move the item to the vote and therefore the committee:

Resolved:

1. That Environment Committee approved the 2017/18 Annual Parking Report as illustrated in Appendix A

2. That Environment Committee noted that once the 2017/18 Annual Parking Report has been designed it will be published on the Council's website

For the Recommendations – 7

Against the Recommendations – 0

Abstain – 3

10. END OF YEAR 2017/18 COMMISSIONING PLAN PERFORMANCE REPORT

The Strategic Director for Environment introduced the item. He stated that the report provided an annual overview of performance at the End of Year (EOY) 2017/18.

Having considered the report the Committee:

Resolved

That the Committee noted the finance, performance and risk information in relation to the Theme Committee's Commissioning Plan.

11. COMMITTEE FORWARD WORK PROGRAMME

The Committee considered it's work programme and the frequency on Committee meetings.

Resolved:

- That a new meeting date be found
- That Members of the Committee receive an update following the dog consultation
- That The Strategic Director for Environment be requested to consider a phone box report

12. ANY OTHER ITEMS THAT THE CHAIRMAN DECIDES ARE URGENT

The Chairman noted that he had an urgent item in relation to the proposed reduction in LIP funding. He requested that the Strategic Director for Environment provide a Committee with a verbal update which he duly did.

The Chairman stated that the item was urgent because the matter cannot wait until the next meeting and therefore urgent action is required.

Councillor Peter Zinkin moved a motion that the Chairman writes to Transport for London (TFL) and requests that the proposals be reviewed and reconsidered. Councillor Alan Schneiderman requested an amendment to this and stated that the Chairman should also write to the Secretary of State. He also requested that the correspondence to the TFL acknowledges that the Government had totally removed the TFL operating grant.

Councillor Alan Schneiderman's amendment to the Motion was voted on:

For – 3
Against – 7

Councillor Alan Schneiderman's amendment to the Motion was lost

Councillor Peter Zinkin's motion was voted on:

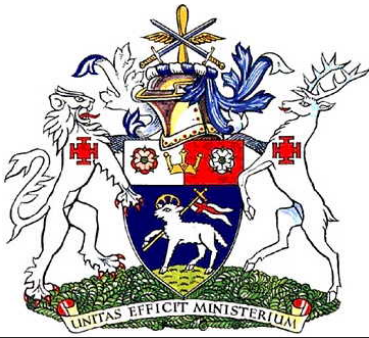
For – 7
Against – 0
Abstained – 3

Councillor Peter Zinkin's Motion was carried.

It was therefore resolved that:

- The Committee noted that the Chairman would write to Transport for London (TFL) and request that the proposals be reviewed and reconsidered for the benefit of the relationship of the Borough and TFL.

The meeting finished at 9.50 pm



Environment Committee

13 September 2018

Title	<p>Member’s Item Cllr Alan Schneiderman – North Finchley CPZ</p> <p>Cllr Geof Cook - Fixed Penalty Notice process – fly tipping</p>
Report of	Head of Governance
Wards	All
Status	Public
Enclosures	None
Officer Contact Details	<p>Paul Frost, Governance Service Team Leader Email: Paul.Frost@Barnet.gov.uk Tel: 020 8359 2205</p>

Summary

The report informs the Environment Committee of Member’s Item and requests instructions from the Committee.

Recommendations

1. That the Environment Committee’s instructions in relation to this Member’s item are requested.

1. WHY THIS REPORT IS NEEDED

- 1.1 Members of the Committee have requested that the items tabled below are submitted to the Environment Committee for considering and determination. The Environment Committee are requested to provide instructions to Officers of the Council as recommended.

Name of Councillor	Member's Item
Alan Schneiderman	<p>In response to the high level of outrage (as predicted by ward councillors) from residents at the changes to the operative hours of the Controlled Parking Zone (CPZ) in a large part of North Finchley being imposed at short notice without any consultation, I propose that the Environment Committee Chairman and Senior Officers convene and attend an early public meeting to hear at first hand the serious disadvantages which include:</p> <ol style="list-style-type: none"> 1) The lack of any measure in the change to protect residents of Highwood Avenue, Limes Avenue, Frederick's Place and surrounding neighbourhood from parking on Sundays by residents of other parts of the North Finchley CPZ attending St Barnabas Church at Solar House despite a s106 payment being made by the church to fund a CPZ review and informal consideration involving officers, the church and residents about the desirability of a zone-within-a-zone. 2) The requirement for residents of areas further from the church, such as Lynton Avenue, Avenue Road and the eastern end of Mayfield Avenue, to buy visitor permits at their own expense for visitors at additional times including Sundays. 3) The impossibility of residents of certain flats on the High Road, such as Hurley Court, from having visitors park anywhere near their homes at any reasonable time because they are ineligible to purchase visitor parking permits under their planning permission. <p>The use of the "experimental" CPZ change procedure, avoiding the need for public consultation, appears to be a consequence of the Council's failure to initiate a public consultation in a timely fashion, it is not appropriate for such a significant change and it follows repeated refusals by the administration to respond to residents' requests for a review of the whole North Finchley CPZ. The situation has been</p>

	caused by the Council and it requires urgent action.
Geof Cooke	<p>I propose that there be an urgent review, and report back to the next meeting of the Environment committee, of the terms of the contract with NSL to issue £400 fixed penalty notices for alleged fly tipping. All of the money received for such "offences" is retained by NSL and there is no legal definition of fly tipping or any requirement for the penalty to be commensurate with the "offence". Therefore the contract gives NSL no commercial incentive to invest resources in dealing with serious offences that are commonly regarded as fly tipping but instead to go after easy targets such as residents putting out cardboard packaging from deliveries to their home address next to but not within their blue recycling bins intending that it be collected by the Council. NSL even has an incentive to focus their patrols on streets where a blue bin collection is due that day and to do so before the collection staff arrive.</p> <p>There is no appeal short of going to court and risking a criminal record. Those who have paid the fixed penalty under that pressure just for trying to be good citizens and participate in the Council's recycling scheme should have their money refunded.</p> <p>I ask that this review looks at incorporating an appeal process and a policy to protect residents who are legitimately trying to recycle.</p>

2. REASONS FOR RECOMMENDATIONS

- 2.1 No recommendations have been made. The Committee are therefore requested to give consideration and provide instruction.

3. ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED

- 3.1 Not applicable.

4. POST DECISION IMPLEMENTATION

- 4.1 Post decision implementation will depend on the decision taken by the Committee.

5. IMPLICATIONS OF DECISION

5.1 Corporate Priorities and Performance

- 5.1.1 As and when issues raised through a Member's Item are progressed, they will need to be evaluated against the Corporate Plan and other relevant policies.

5.2 Resources (Finance & Value for Money, Procurement, Staffing, IT,

Property, Sustainability)

5.2.1 None in the context of this report.

5.3 Legal and Constitutional References

5.3.1 A Member (including Members appointed as substitutes by Council) will be permitted to have one matter only (with no sub-items) on the agenda for a meeting of a committee or Sub-Committee on which s/he serves. The matter must be relevant to the terms of reference of the committee.

5.3.2 The referral of a motion from Full Council to a committee will not count as a Member's Item for the purposes of this rule.

5.4 Risk Management

5.4.1 None in the context of this report.

5.5 Equalities and Diversity

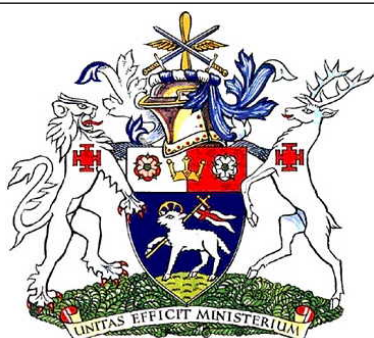
5.5.1 Members' Items allow Members of a Committee to bring a wide range of issues to the attention of a Committee in accordance with the Council's Constitution. All of these issues must be considered for their equalities and diversity implications.

5.6 Consultation and Engagement

5.6.1 None in the context of this report.

6. BACKGROUND PAPERS

6.1 None.



Environment Committee
13 September 2018

Title	Separate Food Waste Collection Cessation
Report of	Chairman of Environment Committee
Wards	All
Status	Public
Urgent	No
Key	Yes
Enclosures	<p>Appendix A – Letter from Mayor of London 19/06/18 Appendix B – Letter from Mayor of London 27/07/18 Appendix C – Letter to Mayor of London 28/07/18 Appendix D, D(i), D(ii), D(iii), D(iv) – Consultation information Appendix E – Letter from Mayor of London 2/08/18 Appendix F – Letter to Mayor of London 8/08/18 Appendix G – Letter to Mayor of London 9/08/18 Appendix H – Letter to Mayor of London 9/08/18 Appendix I – Letter from Deputy Mayor of London 21/08/18 Appendix J - Letter to Deputy Mayor of London 3/09/18 Appendix K – Cost of delayed service change Appendix L(i), L(ii) – Academic Studies on the benefits of Energy from Waste (EfW) versus Anaerobic Digestion (AD) Appendix M – Options for recycling food waste in the home</p>
Officer Contact Details	Kitran Eastman – Street Scene Director kitran.eastman@barnet.gov.uk 020 8359 2803

Summary

On 5th June 2018, the Environment Committee agreed to stop all separate household food waste collections in Barnet, to make savings of approximately £300,000 per year. This was at variance with the Mayor of London’s London Environment Strategy (LES) published on 31st May 2018, between the publication of the Environment Committee papers and the Committee date. Following this decision, the Mayor of London requested that the cessation of the service be postponed while further discussion with his Office took place, or a direction would be issued. A postponement for a period of 6 weeks was agreed. This report outlines the discussions between Barnet Council and the Mayor of London, and the implications of

the publication of the London Environment Strategy (LES). It also highlights the savings that are to be made by cessation of this service, albeit that these are lower than cited in the report of 5th June 2018 for this financial year, due to the delay in implementation of the proposal. This report seeks approval to stop all separate household food waste collections on 4th November 2018.

Officers Recommendations

- 1. That the Environment Committee review and note the consultation discussions and correspondence with Mayor of London since the Environment Committee meeting on 5th June**
- 2. That the Environment Committee approve stopping all separate household food waste collections from 4th November 2018.**
- 3. That the Environment Committee approve the promotion of the options set out in Appendix M, which enable residents to recycle/compost food waste at home.**

1. WHY THIS REPORT IS NEEDED

Background

- 1.1 On 5th June 2018, the Environment Committee approved a number of operational and policy changes within Street Scene Services to deliver more efficient ways of working. These changes aimed to increase the resilience of service delivery and contribute to the £1 million 2018-19 Medium Term Financial Strategy (MTFS) savings and income target allocations to Street Scene Services. The changes included stopping separate food waste collections to all households to make savings of approximately £300k per year. The link to the committee paper can be found in the background information.

London Environment Strategy

- 1.2 The Environment Committee papers were published on 25th May 2018, and produced in advance of that date. On the 31st May 2018 the Mayor of London published his London Environment Strategy (LES). Due to the LES being published after the Environment Committee papers had been issued no reference was included within the Environment Committee papers to the LES. As the strategy and its effect on the decision was not specifically brought to the attention of the previous committee, the Council has decided that this matter should be reconsidered by Environment Committee. The relevant extracts from the LES are highlighted in this report, together with the legal duties that apply to the Council in this regard. The Environment Committee has been convened earlier than planned due to the financial implications of further delay of this matter.
- 1.3 The Mayor of London under the Greater London Authority Act 1999 (GLA) is required to publish a municipal waste management strategy containing proposals and policies for the recovery, treatment and disposal of municipal waste. A link to the LES can be found in the background information for this paper.
- 1.4 The LES introduced an expectation that all Local Authorities in London would carry out the following policies/proposals:

“Policy 7.2.1 Increase recycling rates to achieve a 65 per cent municipal waste recycling rate by 2030

Proposal 7.2.1.a *The Mayor will set targets for local authority collected waste, a minimum level of service for household waste recycling collections and hold a contract register of waste authority waste contracts. The Mayor expects waste authorities to collectively achieve a 50 per cent LACW recycling target by 2025 and aspire to achieve:*

- a 45 per cent household waste recycling rate by 2025
- a 50 per cent household waste recycling rate by 2030

To help them achieve the recycling targets, waste authorities should deliver the following minimum level of service for household recycling:

- all properties with kerbside recycling collections to receive a separate weekly food waste collection
- all properties to receive a collection of, at a minimum, the six main dry recycling materials, i.e. glass, cans, paper, card, plastic bottles and mixed rigid plastics (tubs, pots and trays)

Waste authorities will need to demonstrate how they will meet the above minimum level of service by 2020 (at the latest), and also look to provide separate food waste collections to flats where feasible. They should also collect other items for recycling from households, such as small electrical waste, foil, tetra packs and garden waste, where it makes sense to do so.

Waste authorities are expected to provide the minimum level of service to non-domestic properties, including schools and public organisations. Some waste authorities have experienced cost savings and recycling improvements from reduced collection of residual waste, through reducing bin sizes or changing the frequency of collections. The Mayor encourages waste authorities to consider such interventions”.

“Proposal 7.2.1.b *The Mayor expects local authorities to develop reduction and recycling plans by 2020, which should include local reduction and recycling targets that contribute to the Mayor’s London-wide targets education and recycling plans should reflect borough circumstances. They should also take account of WRAP modelling, which estimated the household waste recycling rate that each waste authority could realistically achieve through implementing the Mayor’s minimum level of service and restricting residual waste”*

In addition, Local Authorities are encouraged to:

- 1.4.□1 Consider a range of measures to restrict residual waste, for example through smaller bin containers or changes to collection frequency
- 1.4.□2 Extend minimum level¹ of household service to non-domestic properties (for example schools, and government departments, and businesses)

^{1&2} The minimum level of service include, six main dry recycling materials collected from all properties, separate food waste collections, including from flats where practical and cost effective and focus on improving performance from flats

- 1.4.□3 Garden waste collections or activities supporting community or home
- 1.5 Through the waste section of the LES the Mayor of London sets out various ambitions and targets for London between 2020 and 2030. These include:

Table 1: LES Targets and Aspirations

Target Date	LES Target Description
2020	<i>“The Mayor expects local authorities to develop reduction and recycling plans by 2020, which should include local reduction and recycling targets that contribute to the Mayor’s London-wide targets</i>
2020	<i>“Waste authorities will need to demonstrate how they will meet the ... minimum level of service by 2020 (at the latest)”²</i>
2025	<i>The Mayor expects waste authorities to collectively achieve a 50 per cent LACW³ recycling target by 2025”</i>
2025	<i>Aspire to achieve 45 per cent household waste recycling rate by 2025”</i>
2030	<i>“The Mayor expects London to achieve an overall 65 per cent municipal waste recycling rate (by weight) by 2030”.</i>
2030	<i>“minimum of 75 per cent business waste recycling by 2030 (Policy 7.2.2)”</i>
2030	<i>“Aspire to achieve 50 per cent household waste recycling by 2030”</i>
2030	<i>“50 percent reduction in food waste per head target by 2030”</i>

- 1.6 It is accepted within the LES that some Boroughs will need to achieve higher levels of recycling to compensate for those who, due to local circumstances will be unable to achieve these levels. For example, boroughs with high numbers of flats.
- 1.7 Within the LES there is no funding put forward by the Mayor of London to achieve these outcomes. The LES goes so far as to state that *“Unprecedented funding cuts to local authority budgets has stifled investment in waste and recycling collection services, as boroughs are forced to make savings... Without a guarantee of further funding and fast action from government, it will not be possible for London, or England, to meet statutory waste targets”*. The evidence base document for the LES shows on page 112 that the cumulative cost by 2030 (in addition to Business as Usual (BAU)) of reaching just 42% recycling would be £129 million. The cost of going further and reaching the 50% target is not included. The link to the evidence base document can be found in the background information.
- 1.8 Barnet is currently contributing more than many boroughs to London’s recycling rate and will continue to do so even without separate food waste collections.

Table 2: Provisional London Boroughs Recycling Rates 2017/18

³ LCAW – Local Authority Collection Waste. All household and commercial waste which local authorities collect, including street cleansing waste.

London Ranking	BOROUGH	Provisional recycling rate (17/18)	Collection of separate food waste?
1	Bexley LB	52.1%	Yes
2	Sutton LB	50.0%	Yes
3	Bromley LB	50.0%	Yes
4	Ealing LB	48.8%	Yes
5	Royal Borough of Kingston upon Thames	48.3%	Yes
6	Richmond upon Thames LB	41.9%	Yes
7	Harrow LB	41.0%	Yes
8	Hillingdon LB	40.0%	Yes
9	Croydon LB	37.9%	Yes
10	Merton LB	37.0%	Yes
11	Barnet LB	36.9%	Yes
12	Brent LB	36.5%	Yes
13	Enfield LB	35.9%	NO
14	Greenwich LB	35.1%	NO
15	Southwark LB	34.7%	Yes
16	Havering LB	34.4%	NO
	Barnet performance without separate food waste	33.7%	NO
17	Haringey LB	32.9%	Yes
18	Waltham Forest LB	32.5%	NO
19	Camden LB	30.3%	Yes
20	Lambeth LB	29.8%	Yes
21	Hounslow LB	29.8%	Yes
22	Islington LB	29.5%	Yes
23	City of London	29.2%	Yes
24	Hackney LB	27.4%	Yes
25	Tower Hamlets LB	26.7%	NO
26	Royal Borough of Kensington and Chelsea	26.2%	Yes
27	Barking and Dagenham LB	25.0%	Yes
28	Redbridge LB	23.9%	No
29	Hammersmith and Fulham LB	23.7%	Yes
30	Wandsworth LB	22.1%	NO
31	Lewisham LB	21.8%	Yes
32	Westminster City Council	18.8%	NO
33	Newham LB	14.1%	NO

1.9 It is estimated that without a separate food waste collection Barnet's recycling rate in 2016/17 would have been 33.7% as set out in Appendix D(i) and the table above.

Communication and consultation with Mayor of London

1.10 Following the decisions of the Environment Committee on 5th June 2018, Barnet was contacted by the Mayor's Office. Outlined below is the time line of meetings and formal communication that has taken place since:

- **Monday 18th June 2018:** Meeting between Barnet and GLA Officers to discuss the rationale and background for the decision, based on the information set out in the Environment Committee Report.
- **Thursday 21st June 2018:** Letter received by Cllr Cornelius from Mayor Khan dated 19th June 2018 (see appendix A). The letter outlined Mayor Khan's concerns with the decision to stop separate food waste collections, and described his power to Direct Barnet to keep the collections.
- **Wednesday 27th June 2018:** 2nd letter received by Cllr Cornelius from Mayor Khan (see appendix B). The letter outlined his desire for Barnet to enter into a six week consultation period as a precursor to any decision about issuing a Direction.
- **Thursday 28th June 2018:** Response sent by Cllr Cornelius to Mayor Khan (see appendix C). The letter outlined Barnet's agreement to enter into consultation, but noted that the Mayor has powers only to the extent that compliance by an authority does not impose excessive additional costs on that authority as set out in section 355(2) in the Greater London Authority Act.
- **Monday 2nd July 2018:** Meeting between Barnet and GLA Officers regarding the Mayor's consultation period. Confirmation by both sides that the consultation would last from Thursday 28th June to Thursday 9th August 2018. During this time Barnet would pause its plans to remove the separate food waste collection service. Barnet would also provide information including savings costings, Environment Committee Business Plans, Tonnage information for food waste, reports on the financial position of the council, and links to recycling and waste strategy to GLA officers.
- **Thursday 12th July 2018:** Consultation information sent by Barnet (see appendix D).
- **Thursday 2nd August 2018:** Letter received by Cllr Cornelius from Mayor Khan (see appendix E). The letter outlines that Mayor Khan was minded to issue a Direction both to prevent the removal of the separate food waste collections, as well as, to request that Barnet spend additional time and money reviewing its collection service and requiring a response by Wednesday 8th August.
- **Wednesday 8th August 2018:** Letter sent to Mayor Khan (see appendix F). The letter, inter alia, on the advice of leading Counsel questions whether the Mayor has the power to issue the proposed Direction and outlines Barnet's view that in this matter he does not.
- **Thursday 9th August 2018:** Two further responses sent to Mayor Khan as foreshadowed in the letter of the 8th August. These outlined both a response regarding the lawfulness of Barnet decision (see appendix G) and a technical response regarding points raised in his letter of 2nd August (see appendix H).
- **Tuesday 21st August 2018:** Letter received by Cllr Cornelius from deputy Mayor Shirley Rodrigues (see appendix I). The letter confirmed the Mayor was not minded to issue a Direction at this stage as the Council has

confirmed it would reconsider its decision at a future Committee. The letter also reiterated the offer of a food waste service review.

- **Monday 3rd September 2018:** Letter sent to deputy Mayor Shirley Rodrigues by John Hooton on behalf of Cllr Cornelius (see appendix J). The letter outlines the details of the next Environment Committee, and the cost of the Mayor's intervention to date.

1.11 Whilst recommendation two would result in the Council no longer offering a separate food waste collection, the Council is meeting many other of the aspirational targets in the LES, including:

- Collection of the six main dry recycling materials from all kerbside properties
- Collection of the six main dry recycling materials from many flats with plans to roll out to remain flats in coming years
- A commercial recycling collection available to businesses within Barnet
- Collection of garden waste from all kerbside properties
- An adopted Municipal Recycling and Waste Strategy

By 2020 Barnet will demonstrate how it intends to contribute to meeting the collective 2025 targets, through an update to its Municipal Recycling and Waste Strategy. To enable this to happen Barnet awaits further information from the Mayor of London including how funding will be made available

1.12 Information is provided in appendix D(ii) on the attempts the Council has taken to increase recycling levels via separate food waste collections. These have not achieved significant cost effective improvements in performance. Even with the removal of a separate food waste collection, we believe that Council continues to act in general conformity with the LES and will continue to explore options to achieve greater recycling rates as set out in Appendix D.

Mayor of London Powers of Direction

1.13 Under the Greater London Authority Act 1999 (GLA) Section 356(1) the Mayor of London has powers, where he considers it necessary for the implementation of the municipal waste management strategy, to issue a Direction to waste collection and waste disposal authorities in Greater London to carry out a function in a specified manner. Barnet Council is a Waste Collection Authority (WCA).

1.14 The Mayor of London in his letter's to Barnet (see appendix A, B, E) has stated that he would be minded to use his powers of direction in relation to the Council's separate food waste collection service. In previous letters the Mayor has stated that he may be minded to direct Barnet to keep the separate food waste collections. In the latest letter (Appendix I), it was confirmed that the requirement is for the Council to take part in a validated review of its food waste collection service. Barnet does not believe this is appropriate.

- The Mayor of London has intimated that if the London Waste and Recycling Board (LWRB) carried out this work it would be free for Barnet. Unfortunately, this is not the case as under point 6 of the proposed Direction it states that "The Council will make available all the necessary resources (including staff and their time) to participate in and undertake the FWSR⁴". The Council's Street Scene Offices are already fully deployed in carrying

⁴ Food Waste Service Review

out both the Business As Usual (BAU) roles of running a core front line service, as well as delivering the work of achieving the Medium Term Financial Plan (MTFP) savings, and the other areas of work agreed by the Environment Committee particularly those agreed on 5th June. Making any resources available would result in additional staff being required or a delay in the implementation of other savings plans.

- The Council has also carried out work as a member of the North London Waste Authority to understand the financial savings for various collections methods. It has also carried out studies on method to improve separate food waste collection participation.
- It should be noted that in addition to the savings agreed on 5th June the MTFP has allocated a further £900k savings for Street Scene Services in 2019/20. A report will be presented to the November Environment Committee which will outline the options for saving the £900k for 2019/20 for member's consideration.

- 1.15 The Councils understanding of the Mayors power to issue such Directions in these matter is set out in detail in section 5.

Environmental Implications

- 1.16 As set out in the academic papers in appendix L(i) and L(ii) there are a number of studies into the environment benefit of Anaerobic Digestion (AD) verses Energy from Waste (EfW), relating to food waste disposal. Both method essentially involve treating waste material to create energy.
- 1.17 The paper "Life cycle analysis of incineration compared to anaerobic digestion followed by composting for managing organic waste: the influence of system components for an Italian district" in appendix L(i) states "*Incineration of organic waste leads to maximum environmental benefits compared to anaerobic digestion and composting. Furthermore, anaerobic digestion and composting was characterized by high gaseous emissions with high greenhouse gas potential even if the production of organic fertilizer gave some benefits concerning the avoided exploitation of mineral resources*".
- 1.18 The paper "Evaluating waste incineration as treatment and energy recovery method from an environmental point of view" in appendix L(ii) states "*Based on the findings in the meta-study, we have come to the following conclusions regarding the environmental performance of incineration with energy recovery in comparison to other treatment/recovery methods in Europe.....Material recycling, waste incineration and biological treatment are complementary options that all need to be expanded in order to replace landfilling. To reach the best environmental results for material recycling and biological treatment of organic combustible material, waste incineration is necessary for treating residues arising during pretreatment and processing at the material recycling facilities and the biological treatment plants*"
- 1.19 The LES offers very little evidence of the benefits of food waste being treated at AD facilities over that and going to EfW facilities. The LES itself concurs with the Waste Framework Directives view that AD and EfW are at the same level within the waste hierarchy. Both are in the section for "other recovery – Including anaerobic digestion, incineration with energy recovery, gasification and pyrolysis which produce energy (fuels, heat and power) and materials from waste; some backfilling operations" This

Can be found on figure 44 within the LES a link to which can be found in the background information, and replicated on page 4 of Appendix D.

- 1.20 To encourage residents who wish to continue recycling/composting their food waste the Environment Committee on the 5th June 2018 asked the Strategic Director for Environment to investigate methods for people who want to continue to recycle household food waste. These options are set out in Appendix M. Recommendation three asks the committee to approve the promotion of these options.
- 1.21 The intention is that the existing recycling services and collection schemes will continue to deliver high diversion and high quality recyclate. Future work will focus on four key areas,
- Maximising Performance from Kerbside Services
 - Flats Recycling
 - Food Waste Reduction and Waste Prevention
 - Consolidating Networks and Sharing Knowledge

Further information can be found in appendix D.

Financial Implications

- 1.22 As set out in the Environment Committee papers on 5th June 2018 the removal of the separate food waste collection was part of a package of measures to meet the MTFs commitments, and ensuring the Street Scene Service operational overspend in 2017-18 did not reoccur in 2018-19. The current savings as part of the Medium Term Financial Plan allocated to Street Scene can be seen in the table below.

Table 3: Street Scene Service MTFs commitments 2017-20

Description	2017-18 (£)	2018-19 (£)	2019-20 (£)	TOTAL
Modernising Services and improving productivity (Service Change 1)	£250K	£450K	£0	£700k
Street Cleansing – restructure 2017-18	£300K	£150K	£150K	£600K
Commercial Waste Income – Service Expansion	£200K	£300K	£300K	£900K
Ground Maintenance – Restructure 2017-18	£345K	£0	£0	£345
Revised Recycling and Waste Offer	£0	£0	£900K	£900K
Efficiency through delay of planned growth	£75K	£0	£0	£75K
TOTAL	£1,170K	£900K	£1,350K	£3,420k

- 1.23 As set out in appendix D(i) the full year saving the additional cost of maintaining the separate food service, and thus estimated are:
- 2018/19 full year cost of the service is £563k, with anticipated in year saving £376k if the service had been stopped as planned on 28th July 2018.

- 2019/20 full year cost of the service is £297K in based on current staffing costs.,

- 1.24 Following the intervention of the Mayor of London the cessation of the separate food waste collection was delayed. This intervention has now also delayed the recycling and waste round reorganisation which depend on the release of resources from the cessation of food waste collection. This was originally planned for 1st October 2018, as was its associated saving. It is now proposed that the recycling and waste round reorganisation, and the cessation of the separate food waste collection take place from 4th November 2018.
- 1.25 The savings which have not be realised as originally scheduled due to this delay can be seen in the table below, along with the impact of further delays. Full details can be seen in appendix K.

Table 4: Delay to savings/costs incurred based on delayed service change date

Description	1 st October 2018	4 th November 2018	4 th February 2018	4 th March 2018
Impact of not removing unfunded round 12 for recycling	£0	£16K	£65K	£81K
Impact of not removing unfunded round 12 for refuse	£0	£14K	£56K	£70K
Round Restructure Savings	£0	£44K	£176K	£220K
Food Waste saving 2018/19	£136k	£181k	£317k	£363k
Additional Cost Incurred	£10K	£10K	£10K	£10K
TOTAL	£146K	£265K	£623K	£743K

- 1.26 **If both the cessation of separate food waste collections and the round reorganisation went live on 4th November 2018 the delay would have cost Barnet Council £265K.** This is reduced to £235k if the service stops on 4th November 2018.
- 1.27 It should be noted that if the round reorganisation is further delayed due to the separate food waste service still being in place after 4th November, changes will not be able to be made until 4th February 2019. Round reorganisations can cause significant disruption for a number of weeks. To enable the service to settle and not have significant ongoing disruption over the Christmas and New year period the change would need to be made by 4th November 2018.
- 1.28 Communication delivery slots need to be booked in advance and literature designed. Changing dates will incur cost and aborted work. If further delayed we estimate that as a result of the Christmas and New year period then communication on the round reorganisation can only be sent in January enabling a February 2019 service change.

Service Implications

- 1.29 The delay in stopping the separate food waste service has already had on the ground service implication for residents. The service was planned to be withdrawn on 28th July 2018. This would have resulted in 15 recycling and waste operative and driver posts not needing to be covered through the summer due to annual leave or

sickness. It also would have resulted in an increase of staff members who could have been used to cover annual leave or sickness through the summer.

- 1.30 Due to the nature off the work in recycling and waste collection it is working practice to wherever possible replace staff who are on holiday or sick. This happens both through a pool of staff who are employees of the council and use of agency staff. During the summer months and during the school summer holidays in particular, the pressure on the pool of staff (including agency) is much greater. At some points during the summer it was not possible to cover all the posts of staff who were absent (due to annual leave or sickness) resulting in a delay to some collections or the need to run some later shifts for collections.
- 1.31 In the last year Street Scene Services has dramatically cut the use of agency staff so that the number of agency staff which the service can call on has significantly decreased. As set out in section 1.30 it was intended that this change would be mitigated in the summer by the cessation of the separate food waste service. This however was not possible leading to service disruption for residents.
- 1.32 Reactive maintenance work on the food waste vehicles has increased in recent months following an increase in the number of breakdowns. This resulted in the vehicles being unable to carry out food waste collections to schedule. It has also at times also caused issues with blue bin collections due to the same vehicle needing to be used for both waste streams.

2. REASONS FOR RECOMMENDATIONS

- 2.1 **Recommendation 1** – It is a recommendation that the Environment Committee note the consultation discussions with Mayor of London since the Environment Committee Meeting on 5th June, including the implications regarding the London Environment Strategy (LES).

This will ensure that Environment Committee have taken full account of the implications of the LES and the views of the Mayor of London.

- 2.2 **Recommendation 2** – It is a recommendation that the Environment Committee approves stopping all separate household food waste collections on 4th November 2018.

This change will enable Street Scene Services to focus on providing a high quality blue bin recycling service with high participation rates, and improved service resilience and to operate within its budget and meet the Medium Term Financial Plan.

Recommendation 3 – It is a recommendation that the Environment Committee approves the principle of the promotion of the options set out in Appendix M.

This will enable residents to recycle/compost food waste in the home if they so wish.

3. ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED

- 3.1 The Council could choose not to remove the separate food waste collection. This, however, is not advised as it would result in the likely over spend of Street Scene Services budget, and the inability for the service to deliver MTFs savings targets
- 3.2 The Council could choose not to remove the separate food waste collection, and instead put additional money and resources into increasing participation. This,

however, was trialled in 2015 as set out in appendix D(ii). The trials showed that the interventions were not cost effective, and none of them increased tonnage to the level required. Participation would need to rise to a level where the amount of food collected had increase by over 100% to over 10,000 tonnes before stopping the separate food waste collections did not result in savings.

- 3.3 The Council could choose to have a fortnightly separate food waste collection, this, however, would only save approximately £50k to £100k dependent on resident's participation. It would be unlikely that residents would wish to wait two weeks for a separate collection of food waste. This option would also not meet the expectation of the LES' weekly separate food waste collection and is not best practice.
- 3.4 The Council could choose to combine food in the green bin. Presently, however, it is not possible to recommend using the green bins for food waste, as the current composting arrangements only accept non food plant products. If food waste was to be included then a different and more expensive composting method would be needed. This is due to legislation introduced following a Foot and Mouth disease outbreak. The additional composting cost is an estimated £460k per year.
- 3.5 The Council could choose to move its black and blue bins to a fortnightly collection and keep a weekly brown bin collection. This option has previously been associated with MTFP saving of £900k in 2019/20. During the recent local elections, however, the Barnet Conservative manifesto included a commitment that weekly refuse collections will be maintained, and that the proposed Alternate Weekly Collection (AWC) referred to in the November 2017 Environment Committee Business Planning report will not be introduced. Based on the results of the election, this commitment appears to have support from local residents.
- 3.6 The Council could choose to carry out a full review of the services offered and review them all including those options set out in section 3, and requested by the Mayor of London in Appendix E.
- 3.7 The Mayor of London has intimated that if the London Waste and Recycling Board (LWRB) carried out this work it would be free for Barnet. Unfortunately, this is not the case as under point 6 of the proposed Direction its states that "The Council will make available all the necessary resources (including staff and their time) to participate in and undertake the FWSR5". The Council's Street Scene Offices are already fully deployed in carrying out both the Business As Usual (BAU) roles of running a core front line service, as well as delivering the work of achieving the Medium Term Financial Plan (MTFP) savings, and the other areas of work agreed by the Environment Committee particularly those agreed on 5th June. Making any resources available would result in additional staff being required or a delay in the implementation of other savings plans. The Council has also carried out work as a member of the North London Waste Authority to understand the financial savings for various collections methods. It has also carried out studies on method to improve separate food waste collection participation. It should be noted that in addition to the savings agreed on 5th June the MTFP has allocated a further £900k savings for Street Scene Services in 2019/20. A report will be presented to the November Environment Committee which will outline the options for saving the £900k for 2019/20 for member's consideration.

⁵ Food Waste Service Review

4. POST DECISION IMPLEMENTATION

- 4.1 If the Committee is so minded to endorse the recommendations then Street Scene officers will continue to progress plans to stop the separate food waste collections on 4th November 2018, following the time scale set out below:

Table 5: Implementation timescales

Date	Action
18th September	Press release, social media and web site updated to highlight the removal of the separate food waste collection
18th September	Mail drop confirmed and communications material finalised for food waste cessation and round reorganisations
W/C 24th September	Teaser information starts - "look out for your new bin day leaflet" and information on the removal of the separate food waste collection
W/C 22nd October	Mail drop to residents – Combination of separate food waste withdrawal and round reorganisation
Friday 2nd November	Last separate food waste collection
Sunday 4th November	Last change overs are made between the old collection rounds and the new ones
Monday 5th November	New round structure starts – without a separate food waste collections

5. IMPLICATIONS OF DECISION

5.1 Corporate Priorities and Performance

- The Corporate Plan 2015-2020 is based on the core principles of fairness, responsibility and opportunity to make sure Barnet is a place:
 - Of opportunity, where people can further their quality of life
 - Where people are helped to help themselves, recognising that prevention is better than cure
 - Where responsibility is shared, fairly
 - Where services are delivered efficiently to get value for money for the taxpayer.

There are no implications relating to the Health and Wellbeing Strategy and its stated priorities, or the future health and wellbeing needs of the local population as identified in Barnet's Joint Strategic Needs Assessment.

5.2 Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)

- Finance and Value for Money: The Medium Term Financial Strategy savings

allocated to the Street Scene services and agreed at Environment Committee on 7 November 2017 are:

Table 6: Street Scene MTFP commitments

ID	Opportunity Area	Description of Saving	2018/19	2019/20	Total
E3	Street Scene: Recycling and Waste Collection	Formerly the restructure of the Street Scene business model. Officers are looking to streamline potential processes, invest in mobile IT, improve service productivity, and restructure the service.	(450)	0	(450)
E4	Street Scene: Street Cleansing	New Service Offer: Anticipated to be achieved via staffing efficiencies and an asset management review of the fleet.	(150)	(150)	(300)
G2	Street Scene: Commercial Waste and Waste Collection and Street Cleansing Income	Income generation from Non-Statutory Waste Services and Green Waste: Income generation target across a range of chargeable services for commercial waste, including: additional collections and the identification of new services where charging the user more is appropriate. To be delivered through a fundamental review of all transactional services.	(300)	(300)	(600)
R2	Street Scene: Recycling and Waste Collection	Revised waste offer to increase recycling: The proposal is for a comprehensive and targeted communications and engagement campaign which aims to change resident behaviours and drive up recycling rates in order to reduce collection and disposal costs. However it may become necessary to go to alternate weekly collection if recycling rates continue to plateau and/or the savings identified are not realised.	0	(900)	(900)
R1	Commissioning Group: NLWA	Levy payments to the North London Waste Authority.	(100)	(300)	(400)

A full year rollout of the contributions from the cessation of separate food waste collections is approximately £300k (see appendix D(i)). This will contribute to Streets MTFs commitments, and help ensuring the Street Scene operational overspend in 2017-18 does not reoccur in 2018-19

- Procurement: At this time there are no implications.
- Staffing: Some council staff work mainly on food waste collections, mitigation against redundancies by creating a trained pool of staff able to be used across the service

covering sickness and annual leave, saving on agency staff use. This will reduce with time due to natural wastage.

- IT: At this time there are no implications.
- Property: At this time there are no implications.
- Sustainability: The cessation of separate food waste collections set out within this report will enable Street Scene Services to deliver more efficient and effective services for domestic and commercial waste, recycling collections and street cleansing services, increasing overall performance and satisfaction.

5.3 Social Value

- 5.3.1 The Public Services (Social Value) Act 2012 requires people who commission public services to think about how they can also secure wider social, economic and environmental benefits. This will be done as part of any contract procurement. No contract procurement is currently planned as a result of the recommendation in this report.

5.4 Legal and Constitutional References

- 5.4.1 The Environmental Protection Act 1990 Part II Waste on Land, section 46 Receptacles for Household Waste, provides waste collection authorities with the power to determine the size of the receptacles and whether a payment is required for them.
- 5.4.2 Section 355(1)(a) of the GLA Act requires each of the waste collection authorities in Greater London (of which, Barnet is one), in exercising any function under Part II of the Environmental Protection Act 1990, to act “in general conformity” with the provisions of the London Environment Strategy (“the Strategy”) dealing with municipal waste management.
- 5.4.3 Section 355(1) is, however, subject to section 355(2). This provides that section 355(1) has effect only to the extent that compliance by an authority with its requirements does not impose excessive additional costs on the authority. The provisions of sections 356(1) and 356(4)(a) require to be read in the light of those of sections 355(1) and 355(2).
- 5.4.4 Case law has determined that a Direction can only be issued if the Mayor considers it necessary for the purposes of implementation of his strategy when read as a whole.
- 5.4.5 The Council has submitted to the Mayor that it is acting in general conformity with the LES and that the Mayor cannot, via the LES, impose excessive additional costs on a waste collection authority. As such the Mayor cannot in the Council’s opinion, lawfully issue a Direction under section 356(1) requiring Barnet as a Waste Collection Authority to do something which may or may not amount to an “act in general conformity” with the London Environment Strategy, but which imposes excessive additional costs
- 5.5 If recommendation two, to stop all separate household food waste collections on 4th November 2018, is approved, there is a risk that as set out in the letters in Appendix A to J the Mayor of London may seek to direct Barnet to keep the service in place. As set out in the attached correspondence with the Mayor, Barnet believes any such Direction, if issued as stated in Appendix A to J, may not be lawful.

- 5.3.1 If upon reviewing any Direction and receiving legal advice Barnet believed a Direction to be unlawful it could take legal action against the Mayor to quash the Direction. This matter would be heard by the High Court. The High Court would determine whether implementation would have to cease pending consideration of the claim, the merits of such a claim and any costs to be awarded. The Mayor of London has confirmed that he wishes to work with the Council on this matter and sought explanation as to what information was considered by the previous committee and how other options were discarded. Further information has been provided in this report and the committee is being asked to reconsider its decision, having regard to all the matters included in this report and its appendices.
- 5.3.2 Council Constitution (Article 7, Committees, Forums, Working Groups and Partnerships) sets out the responsible body and their functions. For the Environment Committee its function is:
- Responsibility for all borough-wide or cross-constituency matters relating to the street scene including, parking, road safety, lighting, street cleaning, transport, waste, waterways, refuse, recycling, allotments, parks, trees, crematoria and mortuary, trading standards and environmental health.
 - To submit to the Policy and Resources Committee proposals relating to the Committee's budget for the following year in accordance with the budget timetable.
 - To make recommendations to Policy and Resources Committee on issues relating to the budget for the Committee, including variances or underspends and overspends on the budget. No decisions which result in amendments to the agreed budget may be made by the Committee unless and until the amendment has been agreed by Policy and Resources Committee.

5.6 Management

- 5.5.1 There is a high risk that should separate food waste collections not be withdrawn that commitments set out within the Council's MTFs will not be able to be met. The level of other services provided to residents and businesses would potentially need to be reviewed, as they are not sustainable in their current guise, and reduced in a more piecemeal manner with scope for considerable reputational risk.

5.7 Equalities and Diversity

- 5.6.1 The Corporate Plan 2015-2020 sets the Strategic Equalities Objective, which is: that citizens will be treated equally, with understanding and respect, and will have equal access to quality services which provide value to the tax payer. Changes to policies and services are analysed in order to assess the potential equalities impacts and risks and identify any mitigating action possible before final decisions are made.
- 5.6.2 The Equality Act 2010 sets out the Public Sector Equality Duty which requires public bodies to have due regard to the need to
- eliminate discrimination, harassment and victimisation and other conduct prohibited by the Act
 - advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not
 - foster good relations between persons who share a relevant protected characteristic and persons who do not.

5.6.3 The relevant protected characteristics are: age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, and sexual orientation.

5.6.4 The proposed policy has been reviewed against the protected characteristics and an initial equality impact screening assessment has not found that there would be any specific adverse impact on any of the protected groups.

5.8 Corporate Parenting

5.7.1 Not applicable.

5.9 Consultation and Engagement

5.6.5 This report outlines the consultation which has taken place with the Mayor of London

5.8 Insight

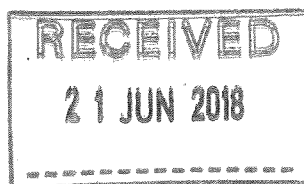
5.8.1 There are no insight implications at this time.

6. BACKGROUND PAPERS

- [Environment Committee Papers 5th June 2018](#) – including Street Scene Operational Change report including food waste cessation
- [Environment Committee May 2016 Papers](#) – including Barnet’s Municipal Recycling and Waste Management Strategy.
- [Environment Committee May 2017 Papers](#) – including the Outcome for Street Scene Alternative Delivery Model project.
- [London Environment Strategy](#)
- [London Environment Strategy Evidence Base](#) - Waste chapter starts on page 85.
- [Policy and Resources Committee Paper June 2018](#) – including paper provides an update on the council’s financial position
- [Policy and Resources Paper July 2018](#) – including paper provides an update on the council’s financial position
- Please note that further links to the Environment Committee Business Planning reports, and the Barnet Recycling and Waste Strategy can be found in Appendix D.
- Please note that the update for Barnet’s Waste and Recycling Strategy can be found in the Environment committee report pack for 13th September 2018

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MAYOR OF LONDON



Cllr Richard Cornelius
Leader of the Council
London Borough of Barnet
North London Business Park
London Borough of Barnet
Oakleigh Road South
Barnet N11 1NP

Date: 19 JUN 2018

Dear Cllr Cornelius,

I am writing to you to express my great concern at a recent decision taken by your Council's Environment Committee (at their 5 June meeting) to withdraw its current food waste collection service to residents.

Given the recent publication of the London Environment Strategy (LES) and the requirement upon waste collection authorities within it regarding provision of food waste collection, the decision by Barnet to withdraw the service is premature. It is disappointing that my officers only found out about the decision by accident, not having been formally or informally consulted on the issue.

Waste management is a critical area of focus and of my ambition for London. The LES sets out stretching but achievable targets for the recycling of municipal and household waste. By 2025, I want waste collection authorities to be recycling at least 50 per cent Local Authority Controlled waste (which is a target shared with central government) to help achieve London's target of 65 per cent recycling of municipal waste.

The LES sets a minimum level of household recycling service that waste collection authorities are expected to offer by 2020 to their residents:

- All properties to receive a collection of the six core recyclable materials: paper, card, glass, cans, plastic bottles and mixed rigid plastics; and
- Kerbside collection of food waste for all properties with kerbside recycling (and flats where feasible)

It also sets a requirement on waste authorities to submit to me a Recycling Action Plan, demonstrating how the authority intends to deliver those recycling targets at a local level by 2020.

The LES and the policies and proposals on waste and recycling have been developed following an unprecedented process of evidence gathering, analysis, stakeholder consultation and dialogue. I note that Barnet did not respond during the public consultation on the issue of food waste collection, which was included in the waste policies and proposals.

MAYOR OF LONDON

The waste policies represent a trajectory that is the best environmental and economic solution for the city and at the borough level. Londoners also expect and deserve a consistency of service provision across the city. The evidence points to the impacts that food waste collection has on driving higher rates of recycling across the board.

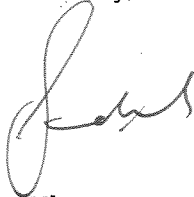
I understand that the authority is citing financial constraints and that food waste collection is often a difficult service to bid in and to drive and sustain performance. However, experience across London and indeed nationally, suggests that these problems can be overcome and can offer real value to the authority and to their residents.

Whilst I ultimately possess the backstop ability to direct authorities if I believe their actions to be detrimental to the delivery of the LES, I believe that collaboration and joint problem solving is the best way to proceed.

Given this, I request that the authority delays the implementation of its decision to withdraw the food waste collection service until we have had time to engage with you to explore the issue further and understand Barnet's reasoning, evidence and consultation process in arriving at the decision. I would like to see how you are proposing to meet the LES waste targets without a separate food waste service.

To that end, I would ask that your officers meet with my officers urgently to understand the current situation and how we might move forward together, utilising the support that is and can be made available through the joint borough-mayoral body of the London Waste and Recycling Board (LWARB) and their Resource London programme.

Yours sincerely,



Sadiq Khan
Mayor of London

Cc: Councillor Dean Cohen, Chair of the Environment Committee
Councillor Jamie Blake, Strategic Director of Environment

MAYOR OF LONDON

Cllr Richard Cornelius

Leader of the Council
London Borough of Barnet
North London Business Park
Oakleigh Road South
London N11 1NP

Date:

27 JUN 2018

Dear Cllr Cornelius,

London Environment Strategy – Withdrawal of Weekly Separate Food Waste Collection - Consultation prior to the issuing of a Mayoral direction

I am writing to you again, following on from my recent letter of 19 June 2018.

In that letter I expressed to you my urgent concern at the decision, taken by the London Borough of Barnet's Environment Committee (5 June 2018), to withdraw the current weekly separate food waste recycling collection service offered to all properties receiving a kerbside recycling service (the Brown Box Collection/ Service).

I understand that LB Barnet plans to commence withdrawal of the Brown Box Collection from 27 July 2018, total cessation to be completed as soon as practical thereafter, and that it imminently plans to start a communications campaign to inform residents of the service change. That notification is in effect the beginning of the Service's withdrawal as residents are likely to stop recycling food waste separately and will incorporate it in the residual waste (black) bin as a consequence.

As I stated in my letter, that decision stands in direct contradiction to a key provision within the municipal waste management provisions of my recently published London Environment Strategy ("LES"), which requires waste authorities in London to provide, as a minimum, a separate weekly kerbside collection of food waste to all properties with kerbside recycling collections by 2020 at the latest (see Proposal 7.2.1 (a) and supporting text) – this is the Strategy's "separate food waste requirement".

All waste authorities in London are under a legal duty (s355 of the Greater London Authority Act 1999, as amended ("GLA Act")) to exercise their waste functions under Part II of the Environmental Protection Act 1990 in general conformity with the municipal waste provisions of the LES. The LES was published on 31 May 2018 and was in legal force on the date the Environment Committee met. Its contents had been widely communicated and LB Barnet responded to the consultation draft of the LES, not specifically mentioning any issues or concerns about what is now policy 7.2.1 (a) (separate collection of food waste), stating only that it already meets the minimum service requirement for the separate collection of food waste.

MAYOR OF LONDON

The relevant report (Street Scene Operational Changes 2018-19) to 5 June Environment Committee did not refer to the above separate food waste requirement in the LES nor to Barnet's legal duty to perform its waste functions in general conformity with it. Neither did the report mention or indicate how LB Barnet proposes to offset the consequent reduction in recycled waste to meet the 50 per cent (by 2025) Local Authority Collected Waste (LACW) recycling target or its 50 per cent per head reduction in food waste target requirement by 2030. Environment Committee Members should at the very least have been advised of these matters in the report or verbally. The decision of the Committee to approve withdrawal of the Brown Box Collection (Service Change 2) appears fundamentally flawed and unlawful.

GLA Act 1999 powers

Under s356 of the GLA Act, I may direct an authority to exercise its waste functions in a manner, specified in the direction where I consider it necessary for the implementation of the municipal waste provisions of my LES.

The Environment Committee's decision on 5 June 2018 to authorise the withdrawal of the weekly separate food waste recycling collection service offered to all properties in the Borough of Barnet receiving a kerbside recycling ("the Brown Box Collection" / "Service"). This is contrary and in direct contradiction to the provisions concerning municipal waste management in my LES published on 31 May 2018 which require waste authorities in London to provide a separate weekly kerbside collection of food waste, as a minimum level of service, and by 2020 at the latest (Proposal 7.2.1 (a) and supporting text on pages 313 and 315, refers).

In order to establish whether, and/or the extent to which Barnet's decision to withdraw the Brown Box Collection meets legal and Strategy requirements, I am minded to issue a legal direction under s 356(1) of the GLA Act ("the Direction") in the following terms (or similar). This letter therefore constitutes formal consultation with LB Barnet as required by s 356(4)(b) of the GLA Act. I will consider your response before deciding whether or not to proceed to use my formal statutory powers under s 356(1) as indicated.

Proposed direction

1. Barnet London borough council ("the Council") shall exercise all or any of its relevant functions to secure the following outcomes.
 - (a) For a period of six weeks from the date of the Direction ("the Direction Period") the Council shall to continue to provide, or (if it has ceased) the Council shall restore, the Brown Box Collection to every household that received it prior to 5 June 2018, to be performed in the identical manner in which that Service was performed before that date. (To clarify, I do not require any new households after 5 June 2018 to be provided with the Service.)
 - (b) The Council shall not within the Direction Period make (by itself or by any third party) any specific or general announcement or communication by any means to the effect that the Service is or will be withdrawn, as such notification is considered to be in essence the beginning of the Service withdrawal.
 - (c) The Direction will take effect immediately and will be communicated to the Council by email.
2. The Council shall provide the following information to me by no later than 5 working days from the start of the Direction Period:
 - (a) All specific or general cost and performance data prepared, considered or used by Council officers or members in their assessment of the ongoing financial and operational viability of the Brown Box Collection and the cost and performance of any comparators (e.g. leaving food waste within residual bins for onward processing at Edmonton EFW plant).

MAYOR OF LONDON

- (b) Whether and what alternatives (if any) to cessation of the Brown Box Collection were prepared or considered including any specific analysis and options appraisals that sought to place the Service's withdrawal in the explicit context of 'other choices' that it could be assessed against and the extent to which a full range of cost saving options was considered.
- (c) Any specific work undertaken to demonstrate the operational and performance impact (s) on the Council and its recycling services and targets (and the targets in my LES,) of the Service's withdrawal, and planned service enhancements (if any) that it can demonstrate the Council will continue to drive forward its performance and make a meaningful and proportionate contribution to the London wide targets in my LES.
- (d) The relevant report (Street Scene Operational Changes) to 5 June Environment Committee meeting makes significant claims of the preferred environmental performance of withdrawing the separate Brown Box Collection and requiring householders to leave their food waste in residual collection bins (black bin) for onward processing at the Energy from Waste plant at Edmonton. Please provide all relevant data and analysis that was prepared used or considered in making this assessment.
- (e) (Without prejudice to the above) all other information or other data/ material that constitutes a "background paper" to the Street Scene Operational Changes report considered on 5 June 2018, within the meaning of s 100D(5) of the Local Government Act 1972 (as amended).

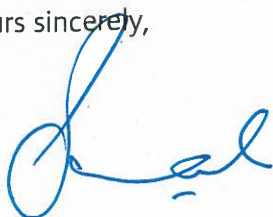
The above list is not exhaustive, and my officers may come back with additional information requests as part of an explorative and iterative dialogue over the coming weeks.

I genuinely hope that it will not be necessary to such a direction and we can work cooperatively to find a way of maintaining the current Brown Box Collection (or an equivalent) for the benefit of Barnet residents.

Following the recent meeting between our respective officials (18 June), I understand that the current timing of the service withdrawal is 27 July, and that direct communications with affected residents would need to take place before this, and so are imminent.

Given the extremely short timescales that Barnet has itself set for withdrawal of the Service, I request you to formally respond to this letter for the purposes of s 356(4)(b) of the GLA Act by no later than **4pm on Thursday 5 July 2018**. Given the urgency, I consider this reasonable notice. If I do not hear from you by then I will consider making the Direction in the above terms (or similar).

Yours sincerely,



Sadiq Khan
Mayor of London

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London Borough
of Barnet

Cllr Richard Cornelius
Leader of the Council

North London Business Park
Oakleigh Road South
London N11 1NP

Mayor Sadiq Khan
City Hall
The Queen's Walk
LONDON
SE1 2AA

tel: 020 8359 2059
email: leader@barnet.gov.uk
date: 28th June 2018
our reference: RC/kl/

Dear Mayor Khan,

RE: Cessation of Barnet separate food waste collections

We note your letter dated 27th June 2018 regarding Barnet Council's decision to stop separate food waste collections. There was extensive discussion, including public questions, at the Environment Committee on the 5th June 2018 regarding changes to a variety of frontline services. We believe that all aspects of the proposals were fully discussed and that the decision was lawful.

As you have clearly highlighted in the LES the Waste Framework Directive waste hierarchy classes both Anaerobic Digestion and incineration with energy recovery as "other recovery" rather than recycling. Under our proposal, food waste will be incinerated which as your policy makes clear is equivalent to anaerobic digestion. Barnet's recycling performance is already making a meaningful contribution to the LES target of 50% recycling by 2025, as Barnet is within the top third recycling London authorities.

In your letter, you do not mention that your powers of direction can only be exercised to the extent that compliance by an authority with the requirements does not impose excessive additional cost of the authority. Complying with the outline directive within your letter would we believe result in excessive additional cost, as we have finalised the savings relating to this service change at £296,766 a year, in addition to the other benefits for the service. Should you decide to issue such a direction we will seek to challenge it.

We have suspended the cessation of the food waste service for six weeks. This will, however, incur additional costs of circa £35,000. When our discussions have been concluded we expect this money to be paid by the Mayor's Office.

Barnet officers have already met with their counterparts from the GLA and we have organised a follow up meeting.

Yours sincerely

Cllr Richard Cornelius
Leader of the Council

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Information for	GLA
Topic	Food Waste Collection Cessation Information
Author	Kitran Eastman – Street Scene Director (London Borough Barnet)
Date	9 th July 2018

Introduction:

On 27th June in a letter received by Cllr Cornelius the Leader of Barnet Council from Mayor Khan, regarding “*London Environment Strategy Withdrawal of Weekly Separate Food Waste Collection – Consultation Prior to the issuing of a Mayoral direction*”. Below is the below information was requested:

Information Requested:

- a) *“All specific or general cost and performance data prepared, considered or used by Council officers or members in their assessment of the ongoing financial and operational viability of the Brown Box Collection and the cost and performance of any comparators (e.g. leaving food waste in residual bins for onward processing at Edmonton EFW plant)*
- b) *Whether and what alternatives (if any) to cessation of the Brown Box Collection were prepared or considered including and specific analysis and options appraisal that sought to place the service’s withdrawal in the explicit context of ‘other choices’ that it could be assessed against and the extent to which a full range of cost savings options was considered.*
- c) *Any specific work undertaken to demonstrate the operational and performance impact(s) on the Council its recycling service and targets (and the targets in my LES) of the service’s withdrawal, and planned services enhancements (if any) that it can demonstrate the Council will continue to drive forward its performance and make a meaningful and proportionate contributions to the London wide targets in my LES*
- d) *The relevant report (Street Scene Operational Changes) to 5 June Environment Committee meeting makes significant claims of the preferred environmental performance of withdrawing the separate Brown Box Collections and requiring householders to leave their food waste in residual collections (black bin) for onward processing at the Energy from Waste plant at Edmonton. Please provide all relevant data and analysis that was prepared used or considered in making this assessment*
- e) *(Without prejudice to the above) all other information or other data/material that constitutes a “background paper” to the Street Scene Operational Changes report considered on 5 June 2018, within the meaning of s100D(5) of Local Government Act 1972 (as amended)*

Information Available:

#	Information Title and Details	Information location	Relevant Request
1	Policy and Resource Committee Reports	This paper provides an update on the council’s financial position and the process for updating the council’s Medium Term Financial Strategy (MTFS) to 2023/4, to ensure that future challenges are managed and opportunities realised. P&R Paper June 2018 P&R Paper July 2018	E
2	Environment Committee - Business Planning report. November 2017	The update to the Environment Section of the Council Medium Term Financial Plan (MFTP) for 2018 to 2020. Savings to be required from the Environment Committee are £4.7m in this period. Environment Committee Business Planning Report Savings Appendix - Business Planning Report	A, B, E

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3	Environment Committee - Business Planning report. November 2016	The update to the Environment Section of the Council Medium Term Financial Plan (MTFP) for 2017 to 2020. Savings to be required from the Environment Committee are £6.6m in this period. Environment Committee Business Planning Report Savings Appendix - Business Planning	A, B, E
4	Environment Committee - Business Planning report November 2015	The update to the Environment Section of the Council Medium Term Financial Plan (MTFP) for 2016 to 2020. Savings to be required from the Environment Committee are £10.6m in this period. Environment Committee Business Planning Report Savings Appendix - Business Planning Report	A, B, E
5	Environment Committee - Business Planning report. November 2014	The Environment Committee agreed a five-year plan for achieving savings of £5.9m by 2019/20. This forms part of the MFTP for Barnet and is annual agreed through full Council once the Budget has been through a consultation process Environment Committee Business Planning Report Savings Appendix - Business Planning Report Appendix C - Commissioning Plan	A, B, E
6	Recycling and Waste Strategy	Recycling and Waste Strategy Summary 2016-2030 Recycling and Waste Strategy 2016-2013 Recycling and Waste Strategy Action Plan Data Set https://open.barnet.gov.uk/dataset/municipal-waste---recycling-strategy---resident https://open.barnet.gov.uk/dataset/municipal-waste---recycling-strategy---legislation-and-targets https://open.barnet.gov.uk/dataset/municipal-waste---recycling-strategy---market-dynamics https://open.barnet.gov.uk/dataset/municipal-waste---recycling-strategy---technology- https://open.barnet.gov.uk/dataset/municipal-waste---recycling-strategy---built-environment https://open.barnet.gov.uk/dataset/municipal-waste---recycling-strategy---demographic https://open.barnet.gov.uk/dataset/municipal-waste---recycling-strategy---economic-and-financial-outlook	C
7	Savings Make up	See Document A – Barnet Brown Bin Cessation Costing	A
8	Tonnage Information	See Document A – Barnet Brown Bin Cessation Costing https://open.barnet.gov.uk/dataset/tonnage-report---residual-and-recycling-waste-2017-18 https://open.barnet.gov.uk/dataset/tonnage-report---residual-and-recycling-waste-2016-17 https://open.barnet.gov.uk/dataset/tonnage-report---residual-and-recycling-waste-2015-16	C
9	Climate change impacts	No information Available	E
10	Food Waste expansion and increase participation work	See Document B – Food Waste Behaviour Change Project Report See Document C – Flats Food Waste Trial Report See Document D – Costing Food Waste from Flats Rollout	A, B, C, D, E
11	Additional Information	See page 3 onwards (below)	D, E

Information for	GLA
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Author	Kitran Eastman – Street Scene Director (London Borough Barnet)
Date	9 th July 2018

Savings Summary

Since the Environment Committee meeting further work has been carried out on the savings which arise from stopping brown bin collection. The additional collection cost of the separate weekly food waste service has been calculated to be over £585,000 per year, for around 5,000 tonnes of food waste. Variations in the disposal prices mean that the estimated savings are between £563,448 and £296,848 a year. Barnet is using the most conservative estimate and is expect a saving of £296,848.

Costings for the Environment Committee report were done on the current budgeted gate fee and costs which could be verified at the time. As can be seen from Document A – “Barnet Brown Bin Cessation Costing”, the collection savings which are estimated are now significantly greater than was originally highlighted. The calculations for food waste savings were initial based on the change in loader need for front line rounds (See Document A – “Barnet Brown Bin Cessation Costing” Tab “Collection Cost Savings” section #1). It was known that there were additional savings which would also be realised but these were not fully costed at the time the committee paper was published, as they were more difficult to evaluate due to the number of variables. These additional estimated savings are listed in Document A – “Barnet Brown Bin Cessation Costing” Tab “Collection Cost Savings” £587,248 based on a full year.

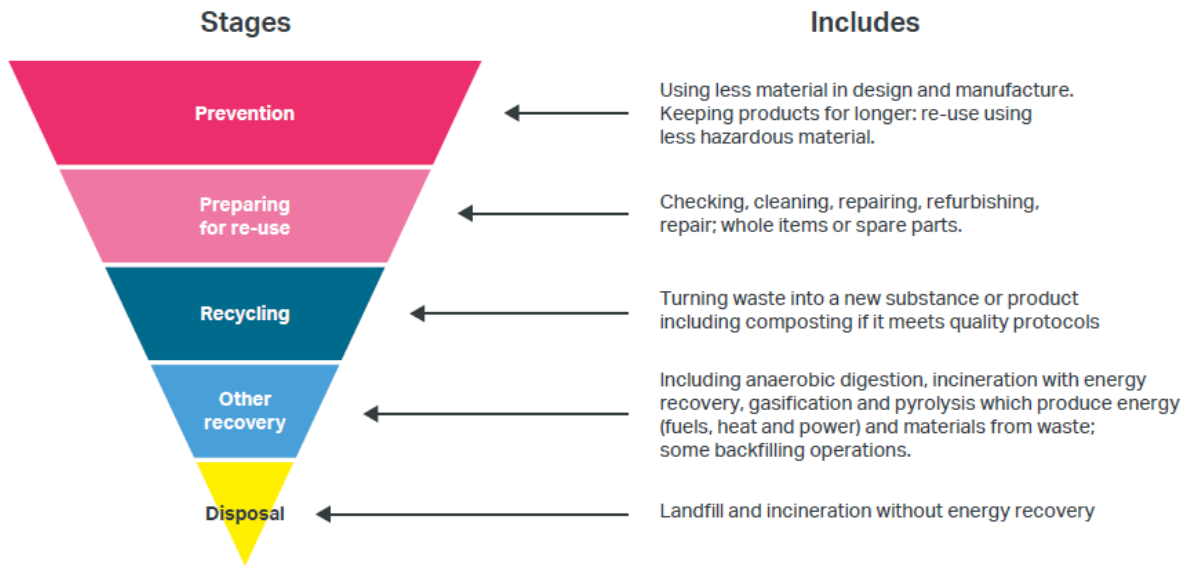
Potential increase in disposal costs can be seen in Document A – “Barnet Brown Bin Cessation Costing” Tab “Disposal Cost”). The current food waste rate for the 2018/19 budget is £84.71 this has been factored into the 2018/19 levy, meaning that every one tonne of waste moved from the brown bin to the black bin will cost £4.76. The calculations have also been done at last year’s food waste disposal cost of £72.81 and new food waste rate to December 2019 rate of £31.39. The new short term disposal contract now in place will see the gate fee paid by NLWA reduce to £31.39, until December 2019. This change in the disposal will not be reflected in Barnet’s budget/levy payment until 2019/20. The food waste will go to Tamar AD facilities in Hoddesdon and Basingstoke. This lower gate fee and short-term contract is due to an overcapacity in the current Anaerobic Digestion (AD) market. Given the trend of prices over recent years, (2017/18 £72.81 and 2018/19 £84.71), it is not believed that this is a sustainable long term price. Some AD operators are now struggling to access sufficient feedstock at a level of gate fee which can support ongoing operations. Constriction on the market as such is likely unless there is a significant increase of feedstock, which in itself will change the supply and demand nature of the medium-term pricing

Projections have also been done on a base line of 5,000 tonnes, despite that fact that over the last two years Barnet has not collected this amount of food waste. If the provisional 2017/18 tonnage of 4,630 was used then at a gate fee of £31.39 the level of saving increase from £296,848 to £318,337.

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Energy from Waste v Anaerobic digestion

Figure 44: Waste hierarchy¹⁷³

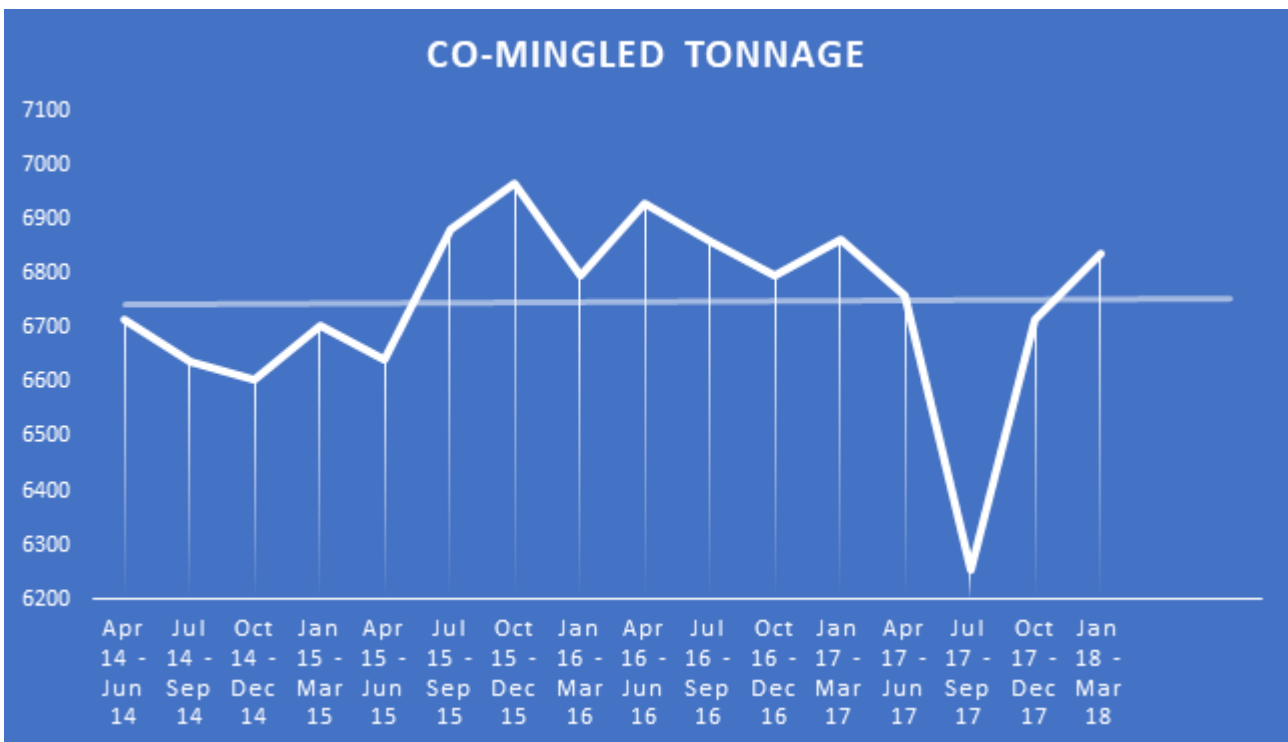
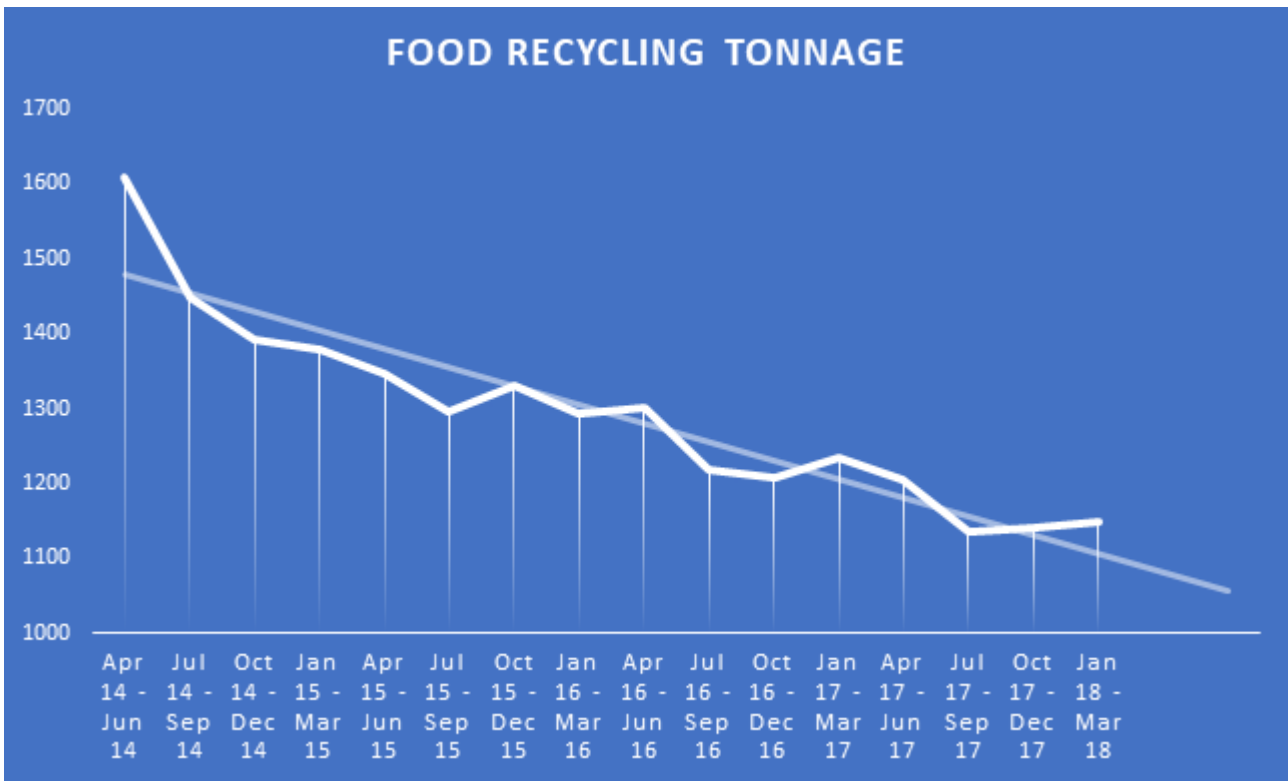


“other recovery “ – Including anaerobic digestion, incineration with energy recovery, gasification and pyrolysis which produce energy (fuels, heat and power) and materials from waste; some backfilling operations

Food and recycling collections over time

The data shows that tonnage collected through the brown bin scheme has fallen significantly since 2014 and continues to fall. This is illustrated in the “Food Recycling Tonnage” graph below. The light blue line is the linear forecast based on historical trend. This shows the downward trend in tonnages collected since the introduction of the scheme. This can be compared to the tonnage of recycle collected through the kerbside blue bin comingled collection scheme, presented in “Co-Mingled Tonnage” graph below, which has steadily increased over the same period.

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Future Focus

Barnet is a high performing borough and the intention is that the existing recycling services and collection schemes will continue to deliver high diversion and high quality recyclate. Future work will focus in the following 4 key areas:

1) Maximising Performance from Kerbside Services

Barnet Council has history of working hard to ensure that recycling services provided are fully utilised being the first authority in London to implement a compulsory recycling initiative. While participation is high there remains scope within the kerbside blue bin commingle dry recycling scheme to achieve greater levels of overall recycling as well as increase capture of specific materials including plastic bottles and containers, cartons and metal tins and cans.

Material specific promotions will be undertaken to try to increase the capture of low recognition materials. Officers are currently assessing the quality of material captured through the blue bin and will be working with households and collection crews to reduce contamination and improve material quality and reduce rejection levels.

2) Flats Recycling

Barnet’s housing stock continues to grow with the majority of new developments being flats and medium rise developments. It is recognised that these properties present challenges for both providing waste and recycling provision and encouraging the regular and correct use of these. It is the aim of the Council to ensure that all residents living within this housing type in the borough have access to dedicated recycling facilities collecting commingled dry recycling.

We are working closely with Barnet Homes, the Council’s housing ALMO, to carry out an inventory of the waste and recycling provision at all existing developments which are in the Councils control. Where there is under provision of recycling capacity this will be rebalanced in line with the Council’s 50:50 split between waste and recycling bin capacity provision stipulated in planning guidance for new developments. It our ambition to then extend to 70:30.

This work will be also be extended to developments under the management of private landlords and managing agents.

3) Food Waste Reduction and Waste Prevention

In line with the waste hierarchy Barnet supports the prevention of waste arising and has delivered both borough specific initiatives, regional initiatives with fellow North London Waste Authority (NLWA) boroughs and supported national WRAP led campaigns.

This work will continue, specifically in the area of food waste where campaigns such as love food hate waste (www.lovefoodhatewaste.com) have been successful bringing this into focus, creating a trend of households reducing their food waste for both financial and environmental reasons.

Options for households to continue to recycle their food waste will be promoted. The Council works with getcomposting.com to make home composting units, wormeries and bokashi bins available to residents at significantly reduced rates. Information will also be provided on

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community composting to schools and community groups and support will be provided to help establish these.

4) Consolidating Networks and Sharing Knowledge

As part of the NLWA Barnet officers are involved in regular knowledge sharing meetings that involve both devising and deliver cross borough campaigns to increase recycling and reduce waste.

The NLWA 50% club is attended by officers of the constituent authorities and its focus is on ensuring all boroughs work towards achieving the 50% regional recycling target by 2020.

Barnet officers are strengthening links with inner London colleagues within NLWA to share best practice on the approach to increasing recycling performance from flats and future proof services as this proportion of our housing stock increases.

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Summary of Collection Savings and disposal costs

	Potential Increased Disposal Cost per year	Est. Collection Costs Saved	Est. Full year savings
Food Waste disposal @ £84.71	£23,800	£ 587,248	£ 563,448
Food Waste disposal @ £72.81	£83,300	£ 587,248	£ 503,948
Food Waste disposal @ £31.39	£290,400	£ 587,248	£ 296,848

Summary of Collection Savings, based on full year at 2018/19 costs

#	Potential Increased Disposal Cost per year	Est. Collection Costs Saved	Total	Details
A	Front line loaders (12)	£ 325,523	£ 325,523	12 * Salary for loader/operative including council on costs, but not including additional cost such as PPE, training, holiday cover, management etc. These Crews act a the dedicated food waste loader with a "slave bin" emptying the brown caddies, on the 12 Duo vehicle recycling and food waste rounds. They will moved to a pool to cover staff absence and over time will not be replaced as they leave.
B	Restrict access food round loaders (2)	£ 54,254	£ 101,577	2 * Salary for loader/operative , an 1* Salary for Driver operative including council on costs, but not including additional cost such as PPE, training, holiday cover, management etc. This crews is a dedicated food waste crew which covers areas which a duo vehicle recycling and waste round can not get to. hey will moved to a pool to cover staff absence and over time will not be replaced as they leave.
	Restrict access food round driver (1)	£ 38,823		
	Restrict access food round fuel savings	£ 8,500		Fuel for the restrict access rounds based on last year costs for these vehicles
C	Maintenance on food vehicles (Restrict Access Round)	£ 28,000	£ 28,000	Maintenance and fleet costs of 14k for the two dedicated restricted access two vehicles, these will not been need once separate food waste collections stop
D	Maintenance Saving – Disconnecting food Pods	£ 28,000	£ 32,000	Maintenance and fleet costs from disconnecting the pods on the 14 Duo vehicles which hold the food waste. These pods are not need for any additional capacity for the recycling at this time. Based on our current experience and vehicle age profile this cost is expected to increase by circa 15%.
	Maintenance Saving – Disconnecting food Pods - Hire	£ 4,000		Cost of hiring vehicle to replace pod issues annually - Significant defect / issues with food pod also result in the vehicle down time and additional vehicle cost to cover the route. Estimated cost to hire a vehicle is £950 -£1050 per week. For last financial year there were instance of additional vehicle hire for 3 to 5 weeks.
E	Not replacing lost or damage food caddies - Caddies	£ 11,050	£ 16,475	Based on the pervious years orders of 23lit & 7l it brown bins for 3360 x 23lit bins for total cost of £10,155.60, and 972 x 7lit bins for total cost of £894.24
	Not replacing lost or damage food caddies - Delivery	£ 5,425		Currently it is estimated that approximately 1/5 of the time of the delivery vehicle is spent on food caddies. This has between 1 and 2 loaders. Reduction on this volume would mean the at least one day a loader could be used elsewhere, or the increase in spare capacity could be used for changeable service such as bulky collections (3 collections a week would be need to cover this cost)

F	Reduction in Waste Transfer Cost	£ 13,111	£ 46,811	Reduction of 12 hours a week of over time of Class A drivers, as overall time will be saved from not transporting food waste skip. Based on 4 movements a week taking 3 hours including sheeting, movement, paperwork etc.
	Reduction in Waste Transfer Cost	£ 33,700		Maintenance and fleet costs from decommissioning the two vehicles for transferring food waste and £5,200 for fuel cost based on last years costs
G	Not replace food transfer vehicle	£ 20,000	£ 20,000	The current food waste transfer vehicle which is due to be replaced in 2018 will not need to be. Cost of new vehicle split over 7 years including (no borrowing cost included at this time)
H	Additional sundry cost - Washing	£ 1,440	£ 3,580	Reduction from washing contract for the removal of the 2 restricted access rounds, and food waste transfer vehicles at £360 per year
	Additional sundry cost - slave bins	£ 2,140		There will not be a need to buy "slave bins" for the food service, which last on average 6 weeks
	Additional sundry cost - Round overtime	£ 13,282	£ 13,282	Reduction in current over time on Duo round (12) for the additional weekly overtime on that round

Collection Cost Savings	£ 587,248	£ 587,248
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Summary of Collection Savings, based on full year at 2018/19 costs

	Tonnages	Gate Fee Variation	Potential Increased Disposal Cost per year
Food Waste disposal @ £84.71	5,000	£ 4.76	£23,800
Food Waste disposal @ £72.81	5,000	£ 16.66	£83,300
Food Waste disposal @ £31.39	5,000	£ 58.08	£290,400

Tonnage sensitivity

HH using service

29,120

Tonnes	Variation Annual (Tonnes)	KG change per property per year	KG change per property per week	Cost of disposal		
				£ 84.71	£ 72.81	£ 31.39
4428	-572	-19.64285714	-0.378	£ 48,454	£ 41,647	£ 17,955
4480	-520	-17.85714286	-0.343	£ 44,049	£ 37,861	£ 16,323
4532	-468	-16.07142857	-0.309	£ 39,644	£ 34,075	£ 14,691
4584	-416	-14.28571429	-0.275	£ 35,239	£ 30,289	£ 13,058
4636	-364	-12.5	-0.240	£ 30,834	£ 26,503	£ 11,426
4688	-312	-10.71428571	-0.206	£ 26,430	£ 22,717	£ 9,794
4740	-260	-8.928571429	-0.172	£ 22,025	£ 18,931	£ 8,161
4792	-208	-7.142857143	-0.137	£ 17,620	£ 15,144	£ 6,529
4844	-156	-5.357142857	-0.103	£ 13,215	£ 11,358	£ 4,897
4896	-104	-3.571428571	-0.069	£ 8,810	£ 7,572	£ 3,265
4948	-52	-1.785714286	-0.034	£ 4,405	£ 3,786	£ 1,632
4960	-40	-1.373626374	-0.026	£ 3,388	£ 2,912	£ 1,256
4970	-30	-1.03021978	-0.020	£ 2,541	£ 2,184	£ 942

4980	-20	-0.686813187	-0.013	£ 1,694	£ 1,456	£ 628
4990	-10	-0.343406593	-0.007	£ 847	£ 728	£ 314
5000	0	0	0	£ -	£ -	£ -
5010	10	0.343406593	0.007	-£ 847	-£ 728	-£ 314
5020	20	0.686813187	0.013	-£ 1,694	-£ 1,456	-£ 628
5030	30	1.03021978	0.020	-£ 2,541	-£ 2,184	-£ 942
5040	40	1.373626374	0.026	-£ 3,388	-£ 2,912	-£ 1,256
5052	52	1.785714286	0.034	-£ 4,405	-£ 3,786	-£ 1,632
5104	104	3.571428571	0.069	-£ 8,810	-£ 7,572	-£ 3,265
5156	156	5.357142857	0.103	-£ 13,215	-£ 11,358	-£ 4,897
5208	208	7.142857143	0.137	-£ 17,620	-£ 15,144	-£ 6,529
5260	260	8.928571429	0.172	-£ 22,025	-£ 18,931	-£ 8,161
5312	312	10.71428571	0.206	-£ 26,430	-£ 22,717	-£ 9,794
5364	364	12.5	0.240	-£ 30,834	-£ 26,503	-£ 11,426
5416	416	14.28571429	0.275	-£ 35,239	-£ 30,289	-£ 13,058
5468	468	16.07142857	0.309	-£ 39,644	-£ 34,075	-£ 14,691
5520	520	17.85714286	0.343	-£ 44,049	-£ 37,861	-£ 16,323
5572	572	19.64285714	0.378	-£ 48,454	-£ 41,647	-£ 17,955

Barnet Salary Grades and On Costs 2018/19

Grade	Min 2018	Max 2018	On Cost %	Mid Point	Mid Point plus on costs	Hourly Rate (Mid Point With on costs)	O/T Hourly Rate with On Costs @ 1.25	O/T Hourly Rate with On Costs @ 1.5	O/T Hourly Rate with On Costs @ 2	Role Details
Grade A	£19,914	£20,007								
Grade B	£20,007	£20,181	1.35	£20,094	£27,127	£14.49	£18.11	£21.74	£28.98	Recycling and Waste Loader/Operative
Grade C	£20,136	£21,198								
Grade D	£20,667	£22,425								
Grade E	£21,702	£24,279								
Grade F	£24,279	£27,342	1.35	£27,244	£38,823	£19.65	£24.56	£29.47	£39.29	Recycling and Waste Driver/Operative
Grade G	£27,342	£30,930	1.35	£29,136	£41,519	£21.01	£26.26	£31.52	£42.02	Recycling and Waste Driver HGV Class 1
Grade H	£30,108	£33,282								
Grade I	£33,282	£37,098								
Grade J	£38,040	£42,735								
Grade K	£45,645	£50,442								
Grade L	£51,453	£57,627								
Grade M	£59,109	£65,677								

Summary of Barnet Household Tonnage

Year	Residual Waste	Recycling - Blue Bin	Green Bin Garden Waste	Brown Bin - Food waste	CA Site waste sent for recycling, reuse & composting	Total Household Waste	Basic diversion rate	Variation
2012/13	94,860	21,208	18,268	0	7,307	141,644	33.03%	
<i>With out brown bins</i>	94,860	21,208	18,268	0	7,307	141,644	33.03%	0.00%
2013/14	91,422	22,008	17,755	3,362	7,999	143,665	35.59%	
<i>With out brown bins</i>	94,784	22,008	17,755	0	7,999	143,665	33.25%	2.34%
2014/15	90,767	25,343	15,302	5,830	7,902	146,292	37.17%	
<i>With out brown bins</i>	96,597	25,343	15,302	0	7,902	146,292	33.18%	3.99%
2015/16	93,327	26,821	14,447	5,266	7,897	147,758	36.84%	
<i>With out brown bins</i>	98,593	26,821	14,447	0	7,897	147,758	33.27%	3.56%
2016/17	91,137	26,619	14,917	4,961	7,940	145,574	37.39%	
<i>With out brown bins</i>	96,099	26,619	14,917	0	7,940	145,574	33.99%	3.41%
2017/18	90,714	24,484	14,743	4,630	9,168	143,739	36.89%	
<i>With out brown bins</i>	95,344	24,484	14,743	0	9,168	143,739	33.67%	3.22%

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LONDON BOROUGH OF BARNET

**FOOD WASTE BEHAVIOUR CHANGE PROJECT –
HOUSES**

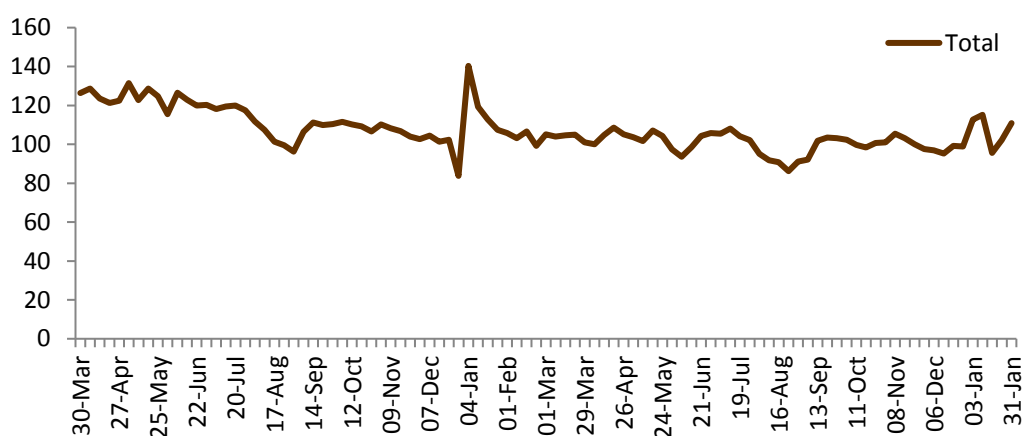
MAY - OCTOBER 2015

Introduction

The introduction of a separate food waste recycling collection service for all street-level properties in October 2013 has seen significant gains in the amount of food waste collected by the London Borough of Barnet for treatment rather than disposal. At present Barnet collects approximately 100 tonnes of food waste per week, compared with an estimated 200 tonnes per year with the previous mixed organics collection. However an estimated 20,000 tonnes of food waste is still disposed of in residents' residual waste bins per annum.

A waste composition analysis found that food waste comprised of 35.46% of residual waste from houses in November 2014 and 43.82% in April 2015, and that we currently capture only around a quarter of the available food waste for recycling. In addition, the graph below shows that there is a gradual downward trend in the tonnage of food waste being collected over time.

Figure 1: Food waste tonnage collected at kerbside (March 2014 – January 2016)



The council took part in a behaviour change project with the West London Alliance, working with consultants Impower. One of the council's projects focused on food waste recycling at houses in order to understand what interventions might be effective in changing residents' behaviour and improving participation and capture of food waste. It was intended that other participating boroughs would also carry out a waste behaviour change project, however this has not taken place and Barnet's is the only waste project that has been implemented.

The project included the following elements:

- Citizens' Panel questionnaire survey to understand residents' barriers to participation in the food waste recycling service – May 2015
- Food waste participation and usage monitoring - May/June 2015 ("pre-project monitoring")
- Design of interventions to be piloted based on results of all the above
- Interventions piloted for 8 weeks from 7 September – 30 October 2015 by Street Scene Delivery Unit

Survey on barriers to participation

Barnet's Citizens' Panel was surveyed to gain an understanding of attitudes towards food waste recycling and barriers to participation. Impower distributed a survey to 2000 members of the Citizens' Panel and received 400 responses. When analysing these results it has to be considered that those that responded were likely to already have an interest in food waste recycling and therefore the results should not be seen as a representative view of residents in Barnet overall. The key findings from the survey were:

- 65% stated that they recycle some or all of their food waste
- 43% of non-recyclers have never recycled any food waste
- 55% of non-recyclers thought about food waste recycling but decided against it
- 87% are aware of food waste recycling – awareness is not the key barrier
- Fears of vermin and smell are major reasons for people deciding not to recycle their food waste
- 57% claim that they have never had an outside food waste bin
- Placing the food caddy next to the general waste bin leads to greatest rates of desired behaviour
- Recyclers are not always sure what food waste items can be recycled
- 56% of recyclers are very satisfied with the food waste recycling service
- 60% of recyclers believed that more than 75% of people on their street recycle their food waste
- 68% of recyclers believe that food waste recycling helps the environment
- 55% of recyclers believe that food waste recycling helps reduce council tax spending
- 78% of recyclers believe that up to a quarter of household waste is food waste
- 72% of recyclers and 44% of non-recyclers felt that free compostable liners could encourage more food waste recycling

Participation and usage monitoring

From 13 to 29 May 2015, 730 households' participation in the separate food waste collection service was monitored by service supervisors to enable the Recycling & Waste service to understand the level of usage of the service. The monitoring covered houses, converted houses and small flat blocks but not larger blocks of 6 or more flats, which do not currently have a food waste collection service. The 6 roads monitored were selected based on applying CAMEO demographic typology. It was found that the overall baseline participation rate (based on participation at least once over three weeks) for food waste recycling was 41.37%.

Design of Interventions for pilots

Using the data obtained from the pre-project monitoring, and the results from the Citizens' Panel survey, six interventions were devised for the 730 households. Each intervention was piloted on one street. The six interventions are set out below:

Table 1 - Interventions

Intervention/pilot	Street	Leaflet provided
Letter to residents explaining free liners are available at local library	Watling Avenue	generic leaflet
Letter to residents and a delivery of free liners	Long Lane	generic leaflet
Letter to residents explaining where liners are available to purchase	Wentworth Avenue	generic leaflet
Stickers on residual waste bin and letter to residents explaining larger outside food waste containers can be requested for free	Princes Park Avenue	generic leaflet
Stickers on top of residual waste bin	Brunswick Park Road	generic + specific leaflet
Generic leaflet alone - to be used as a reference group	Salisbury Road	generic leaflet

Following the implementation of these interventions, the households were monitored again over an eight week period from 9 September to 30 October 2015 to assess their impact.

Participation and Usage monitoring methodology

Each household was monitored over eight consecutive weeks. Participation was monitored by recording whether residents placed out their food waste bin each week. When the data was

collated, it was split into three monitoring blocks in accordance with WRAP monitoring guidelines which recommends monitoring should be completed over three week period. The first two weeks of the 8 week trial period were used as a grace period for residents to become accustomed to the changes and to give them time to buy or collect liners where applicable. The analysis for this report was based on comparisons between the pre-project monitoring and monitoring during weeks 3-5 and weeks 6-8.

As well as recording participation, the usage (or “fill rates”) of food waste bins was also recorded to enable an estimation of any change in assumed tonnage (irrespective of whether participation had increased or not). This assessment is important as it has more of a bearing on the effect of food waste recycling on the council’s disposal/treatment costs and recycling rate than pure participation.

Results

Table 2 – Participation rates for interventions

Street	Total no. of h/holds sampled	Pre-project- No. of participat- ing h/holds	Pre- project- Participat- ion rate	Intervention	Week 3-5 - No. of participat- ing h/holds	Week 3-5 Participat- ion rate	Week 6-8 - No. of participat- ing h/holds	Week 6-8 Participat- ion rate
Watling Avenue	184	80	43.48%	Letter, free liners available at local library + generic leaflet.	60	32.61%	89	48.37%
Long Lane	141	42	29.79%	Letter, a delivery of free liners + generic leaflet.	48	34.04%	86	60.99%
Wentworth Avenue	55	19	34.55%	Letter, information explaining where liners are available to purchase + generic leaflet.	31	56.36%	26	47.27%
Princes Park Avenue	93	36	38.71%	Letter about larger food waste containers, stickers on residual waste bin + generic leaflet.	44	47.31%	49	52.69%
Brunswick Park Road	168	68	40.48%	Stickers on residual waste bin + specific leaflet	88	52.38%	83	49.40%
Salisbury Road	89	57	64.04%	Generic leaflet, reference group	56	62.92%	60	67.42%

Table 2 above sets out the data for participation in each of the monitoring periods (pre-project, weeks 3-5, weeks 6-8), and the percentage rates for participation are shown below in Table 3.

Table 3 – Participation rates (% of households)

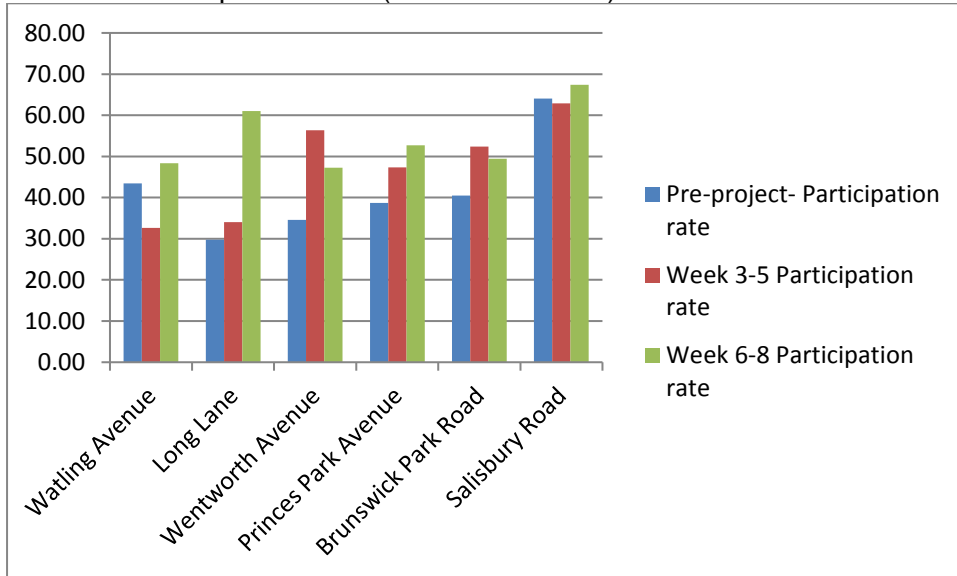


Table 4 – Fill rates (litres)

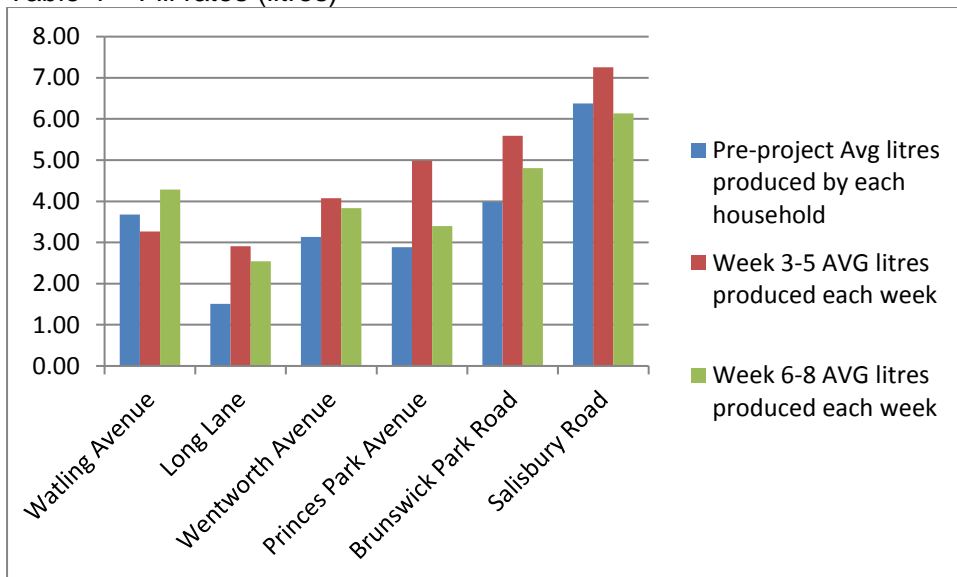


Table 4 shows the average litres of food waste presented per household per week in each of the monitoring periods on each road. This data provides the basis for estimations of the tonnage captured for recycling.

Table 5 – Overall Participation rate

Monitoring Period	No. of participating households	Participation rate
Pre-Project	302	41.37%
Weeks 3-5	327	44.79%
Weeks 6-8	393	53.84%

The average overall participation rate for all households in this study across all monitoring periods was 49.32%. Overall participation across all roads and interventions rose by 12.47% between the pre-project monitoring and weeks 6-8, which suggests that interventions had some positive impact.

Table 6 – Total number of overall users

Street	Total no. of households sampled	Overall No. of participating households across 8 weeks (participating at least once)	% Overall participating across 8 weeks (participating at least once)
Watling Avenue	184	96	52.17%
Long Lane	141	98	69.50%
Wentworth Avenue	55	37	67.27%
Princes Park Avenue	93	66	70.97%
Brunswick Park Road	168	106	63.10%
Salisbury Road	89	63	70.79%

Table 6 shows the number and percentage of households who participated at least once across the eight weeks. Participation figures suggest that people are aware of food waste recycling and in some cases may have been prompted into trying it by the interventions but they haven't continued to participate, this is in line with the Citizen's Panel survey findings.

Participation analysis

Free liners at library

Following analysis by the council's Insight Team, Watling's Avenue intervention was ranked highest in terms of the number of different customer segments the intervention had a positive impact on as well as the duration of the effect. However only 20 of the 184 eligible households at Watling Avenue (11%) collected free liners from the library. The participation rate in weeks 6-8 increased by a modest 5% compared to the pre-project participation rate, which also suggests that the provision of free liners at the library did not prompt a large number to try food waste recycling. Some households that collected liners must have already been recycling as the percentage increase in participation is lower than the percentage of households that collected liners. However some may not have chosen to collect free liners as they already had them or it was easier for them to buy them elsewhere, for example with their weekly shop.

Delivery of free liners

Free liners provided to households on Long Lane appeared to have little effect on participation in the earlier monitoring period (despite households having the liners in hand from the very start of the 8-week monitoring period). There was then a significant increase in participation (31%) in the last monitoring period, and it is not clear why this would be the case.

Explaining where liners are available to purchase

Wentworth Avenue had a reasonable increase in participation (12.7%, comparing the pre-project rate with weeks 6-8) - this could be linked to an observed increase in liner usage, possibly prompted by the leaflet and letter.

Stickers and larger outside food waste containers

The increase in participation in Princes Park Avenue (14%) could be attributed to the stickers on bins as residents are reminded to recycle their food waste every time they use their residual waste bins, however other measures at this road included a letter and leaflet. The offer of a larger bin has not delivered any significant improvement in participation as only five households requested this out of a possible 93 households. Princes Park Avenue has a high Jewish demographic and during the period in which this road was monitored, several Jewish religious events took place, Yom Kippur, Sukkot, Shemini Atzeret and Simchat Torah. This may have temporarily increased participation in this road.

Stickers and specific leaflet

The increase in participation in Brunswick Park Road (8.9%) could be attributed to the stickers on bins, as residents are reminded to recycle their food waste every time they use their residual waste bins. There was also an increase in the set-out rate. The provision of a specific leaflet in Brunswick Park Road explaining what happens to food waste may have helped people to understand the process better and provided some motivation to participate.

Reference group (leaflet only)

The reference group at Salisbury road saw a small increase in participation (3.3%) which could be attributed to the letter and leaflet they received. It should be noted that the letters sent to all roads mentioned that the council would be monitoring participation, and this may also have increased participation across some or all roads to some extent.

Table 7 – Frequency of food waste participation (% of households)

Street	1 week	2 weeks	3 weeks	4 weeks	5 weeks	6 weeks	7 weeks	8 weeks
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Watling Avenue	11%	5%	7%	3%	5%	8%	13%	NA
Long Lane	23%	11%	6%	9%	6%	11%	2%	1%
Wentworth Avenue	25%	5%	4%	4%	4%	5%	5%	15%
Princes Park Avenue	27%	14%	5%	10%	3%	3%	3%	5%
Brunswick Park Road	10%	5%	5%	5%	4%	11%	13%	11%
Salisbury Road	7%	2%	1%	6%	3%	9%	19%	24%

The above table shows how often households used the food waste service across the eight weeks rather than monitoring blocks.

114 households (out of a total of 730) used the service just once across eight weeks which equates to 15.62% of all households. Only 78 households used the service on all weeks monitored, which equates to 10.68% of all households. Despite an increase in overall participation only two households of the 141 on Long Lane participated on all eight weeks - this equates to 1%, and this was the worst performing street. In comparison the best performing street was Salisbury Avenue which saw 28% of households participating every week.

This analysis would suggest there is intermittent participation across the majority of service users. Intermittent participation could be due to people not requiring a collection every week, perhaps due to being smaller households, eating out, realising how much waste they produce and seeking to reduce it, feeling they do not have enough food waste, or failing to remember to use the service as a matter of course.

Table 8 – Set out rates

Street	Pre-project set out rate	Week 3-5- Set out Rate	Week 6-8- Set out Rate	Average Set out Rates
Watling Avenue	29.53%	28.26%	30.98%	29.62%
Long Lane	15.13%	24.35%	27.66%	26.00%
Wentworth Avenue	30.30%	33.33%	33.94%	33.64%
Princes Park Avenue	23.66%	26.52%	26.16%	26.34%
Brunswick Park Road	30.95%	42.46%	37.90%	40.18%
Salisbury Road	53.56%	54.68%	52.06%	53.37%

Table 8 shows set out rates for each street and monitoring block. Set out rates are based on how many households presented their bins on a given single week.

The set out rate is much lower than the participation rate (which is based on participating at least once over three weeks). This suggests that people may have tried food waste recycling once but many are not putting their food waste out every week. This may be due to the belief that food waste creates smell, mess and attracts vermin which was a common barrier to participation highlighted in the Citizen's Panel survey. It may also be due to people forgetting to buy bags or place their bins out.

The Citizen's Panel survey also identified that there are a number of residents who are unaware of what can go in their food waste bin, and this will lead to certain amounts of food waste being placed in the residual waste bin and therefore reduced need to put out the food waste bin every week, and this could be reflected in the set out rate. Some may have increased their awareness of food waste recycling due to the interventions and therefore decided to compost their food waste at home, meaning they have less food waste and therefore don't fill it every week, through this is not reflected in sales figures for the council-promoted compost bins.

In some areas for example Salisbury Road the set out rate has dropped since pre participation, this may potentially be due to increased communications on the matter leading to people realising how much food they are wasting and therefore reducing their consumption. Another reason for the set out rate reducing could be that communication was not prolonged throughout the trial meaning that people did not have sufficient reminders or reinforcement to change their behaviours

On the other hand the set out rate has increased in a number of areas, notably Long Lane and Brunswick Park Road.

Table 9 – Liner usage among participating households

Street	Pre-Project No. of Households using liners	Pre-Project liner use rate	Week 3-5 - No. of Households using liners	Week 3-5 liner use rate	Week 6-8 - No. of Households using liners	Week 6-8 liner use rate
Watling Avenue	57	30.98%	52	28.26%	70	38.04%
Long Lane	31	21.99%	41	29.08%	81	57.45%
Wentworth Avenue	16	29.09%	27	49.09%	25	45.45%
Princess Park Avenue	23	24.73%	31	33.33%	40	43.01%
Brunswick Park Road	38	22.62%	56	33.33%	65	38.69%
Salisbury Road	47	52.81%	49	55.06%	49	55.06%

Table 9 shows that liner usage increased at all locations. Only two locations were provided with free liners and therefore the remaining locations must have bought their liners. The one intervention which was implemented across the board was a leaflet. This could suggest that some residents needed reminding of food waste recycling (via the leaflet and letter) and this

prompted them to buy liners for themselves. Liner usage did increase in areas which received free liners, however if patterns follow the trends since October 2013 then it is likely that once free liners run out, participation will fall.

Tonnage analysis

Table 10 shows the assumed tonnages per household for each street for each of the monitoring periods, and shows that percentage change between the pre-project and week 6-8 periods. Tonnages were modelled based on fill rates for the food waste bins, and using bulk density calculations from WRAP to estimate the equivalent tonnage. Most roads showed increased fill rates and tonnages as set out below.

Table 10 - Tonnage per household

Street	Pre-project Tonnage produced by each household	Week 3-5 - Tonnage produced by each household	Week 6-8 - Tonnage produced by each household	% increase between pre-project and week 6-8 tonnage
Watling Avenue	1.07 kg/h	0.95 kg/h	1.24 kg/h	+15.8%
Long Lane	0.44 kg/h	0.84 kg/h	0.74 kg/h	+68%
Wentworth Avenue	0.91 kg/h	1.18 kg/h	1.11 kg/h	+21.9%
Princess Park Avenue	0.84 kg/h	1.45 kg/h	0.99 kg/h	+17.8%
Brunswick Park Road	1.15 kg/h	1.62 kg/h	1.39 kg/h	+20.8%
Salisbury Road	1.85 kg/h	2.10 kg/h	1.78 kg/h	-3.7%

*Tonnage assumptions are based on WRAP bulk density report

Free liners at library

There was a relatively low level of increase in tonnage of 15.8% between the pre-project period and weeks 6-8.

Delivery of free liners

The largest tonnage increase (68%) has been at Long Lane. Tonnage rose in weeks 3-5, but this increase was not sustained into weeks 6-8. It is important to note that tonnage in this road started from a very low base, with the worst tonnage performance of all the roads in this study. There was therefore more potential for improvement than at other roads. Tonnage in Long Lane still remained a lot lower than at other roads at the end of the study, therefore it may be interesting to consider whether the same intervention would have had as big an impact in one of the other better performing pilot areas.

Explaining where liners are available to purchase

Both participation and tonnage figures showed an increase up to weeks 3-5 followed by a decrease. The increase between the pre-project period and weeks 6-8 was 21.9%, a modest level of improvement.

Stickers and larger outside food waste containers

Princes Park Avenue's participation rate increased at each monitoring period. However tonnage increased in weeks 3-5 and then decreased again in weeks 6-8. The increase between the pre-project period and weeks 6-8 was 17.8%, a relatively low level of improvement.

Stickers and specific leaflet

Both participation and tonnage figures shown an increase up to weeks 3-5 followed by a decrease. The increase between the pre-project period and weeks 6-8 was 20.8%, a modest level of improvement.

Reference group (leaflet only)

Tonnage decreased, though not to a statistically significant level.

Summary of outcomes

The key outcomes and an assessment of cost/benefits are set out in table 11 below.

Table 11: Summary of key outcomes, costs and benefits

Street	Participation and tonnage changes (pre-project compared with weeks 6-8)	Cost of implementation borough-wide to all street-level properties	Saving	Analysis & Commentary	Feasibility
Watling Avenue - Letter, free liners at library + generic leaflet.	Participation +5% Tonnage +15.8%	Assumes 11% of 102,000 street level properties will claim liners: 11% = 11,220 HH's ESPO average cost of liners per 1000 = £16.46 2 liners per week= £19,206 cost p/a OR 3 liners per week= £28,810 cost p/a Distribution to 14 libraries - within existing resources. Letter/leaflet – print and distribution to 102,000 households c.£10k cost TOTAL cost = £29,206 to £38,810	0.17kg/hh/wk tonnage increase = 99.18 tonne p/a Menu Pricing from April 2016 = £14.68 differential between food to residual vs food to recycling. 99.18 tonnes x £14.68 = £1,455 saving p/a	Only 11% of residents collected the free liners from the library - provision of free liners did not prompt a large number to try food waste recycling, and there is no evidence that those who claimed liners were new participants. This intervention is not cost effective based on current evidence.	

<p>Long Lane - <i>Letter, delivery of free liners + generic leaflet.</i></p>	<p>Participation +31% Tonnage +68%</p>	<p>Provision of liners to all 102,000 street level properties:</p> <p>ESPO average cost of liners per 1000 = £16.46</p> <p>2 liners per week= £174,607 Distribution = £51,000 Total = £225,607 cost p/a</p> <p>3 liners per week = £261,911 Distribution = £76,500 Total = £338,411 cost p/a</p> <p>Letter/leaflet – print and distribution to 102,000 households c.£10k cost</p> <p>TOTAL cost = £235,607 to £348,411</p>	<p>0.30kg/hh/wk tonnage increase = 1591.2 tonnes p/a</p> <p>Menu Pricing from April 2016 = £14.68 differential between food to residual vs food to recycling.</p> <p>1591.2 tonnes x £14.68 = £23,358 saving p/a</p>	<p>Minimal effect on participation in the earlier monitoring period (despite households having the liners in hand from the start of the 8-week monitoring period). Significant increase in participation in the last monitoring period - not clear why this would be the case.</p> <p>Tonnage in this road remains a lot lower than at other areas.</p> <p>The overall impact is not sufficient to justify the very high cost of implementing this intervention borough wide. The cost will far exceed the potential benefits.</p>	
<p>Wentworth Avenue - <i>Letter, explaining where liners are available to purchase + generic leaflet.</i></p>	<p>Participation +12.7% Tonnage +21.9%</p>	<p>Minimal extra costs eg. an extra page for additional liner information in service leaflet or letter.</p> <p>Letter/leaflet – print and distribution to 102,000 households c.£10k cost</p> <p>TOTAL cost = minimal assuming leaflet is to be provided</p>	<p>0.20kg/hh/wk tonnage increase = 1,060 tonnes p/a</p> <p>1,060 tonnes x £14.68 = £15,560 saving p/a</p>	<p>The tonnage has increased moderately. Although this is seen as successful it could be incorporated into present and future communications and therefore does not need to be implemented separately.</p>	

<p>Princes Park Avenue - <i>Stickers on residual bin + generic leaflet and larger outside food waste containers</i></p>	<p>Participation +13.9% Tonnage +17.8%</p>	<p>Number of HH's assumed to request larger bin = 5,271 HH's</p> <p>5271 x £16.00 (cost of bin) = £84,336 + 100 spare bins = £85,936 bin cost</p> <p>102,000 stickers = £2,567.60 1 team of 2 people and 1 driver placing stickers = £325 per day. 1 team can stick 600 stickers a day 102,000/600 = 170 team/days. 170 x £325 = £55,250 Van= £18 rental per day x 170 days = £3,060 + fuel £58,310 sticker cost (one off cost)</p> <p>Letter/leaflet – print and distribution to 102,000 households c.£10k cost</p> <p>TOTAL cost = £154,246</p>	<p>0.15kg/hh/wk tonnage increase = 795 tonnes p/a</p> <p>795 tonnes x £14.68 = £11,670 saving p/a</p>	<p>Participation increased overall over time. While tonnage also increased at the beginning of the trial, towards the end of the trial the tonnage reduced significantly. This can be attributed to a decrease in tonnage produced by the 5 households over time.</p> <p>The offer of larger bins was not popular and they appear not to have had an impact. Only 5 households (out of a possible 93 households) requested a larger 140litre bin.</p> <p>This road also had stickers placed on refuse bins. The tonnage change here was lower than in the road where only stickers were provided.</p>	
<p>Brunswick Park Road - <i>Stickers + specific leaflet</i></p>	<p>Participation +8.9% Tonnage +20.8%</p> <p>Tonnage has increased in line with participation</p>	<p>102,000 stickers = £2,567.60 1 team of 2 people and 1 driver placing stickers = £325 per day. 1 team can stick 600 stickers a day 102,000/600 = 170 team/days 170 x £325= £55,250 Van= £18 rental per day x 170 days = £3,060 + fuel £58,310 cost (one off cost)</p> <p>Letter/leaflet – print and distribution to 102,000 households c.£10k cost</p> <p>TOTAL cost =£68,310</p>	<p>0.24kg/hh/wk tonnage increase = 1,272 tonnes p/a</p> <p>1,272 tonnes x £14.68 = £18,672 saving p/a</p>	<p>The is a more viable intervention based on the pilot, in terms of cost/benefit, as it had one of the better tonnage impacts.</p> <p>It is still an expensive intervention though this would be a one off cost. There may be alternative methods of implementation which could reduce the cost.</p> <p>The provision of a specific leaflet explaining what happens to food waste may have helped people to understand the process better</p>	

				and provided some motivation to use the service. This element could easily be integrated into future communications.	
Salisbury Road - <i>Generic leaflet, reference group</i>	Participation +3.3% Tonnage -3.7%	Letter/leaflet – print and distribution to 102,000 households c.£10k cost	N/A	This was the reference group, which was performing well prior to the trial and showed no significant change.	

Summary of findings:

- Participation figures and the Citizens Panel survey responses suggest that residents are aware of food waste recycling to some extent, and in some cases may have been prompted into trying it by the interventions but have not continued to participate.
- Participation is intermittent across many service users. 15.62% of all households used the service just once across eight weeks. Only 10.68% (78 households) used the service on all weeks monitored.
- Interventions based around provision of liners or signposting to liners showed only a moderate tonnage or participation benefit. The offer of larger bins was only taken up by a small number of households. Stickers generated a modest increase in tonnage and participation, and compared to the other interventions this is a relatively low-cost intervention, though its potential long term benefits are unknown at present.
- Liner usage increased at all locations. As only two locations were provided with free liners, the remaining locations must have bought their liners. This may suggest that some residents needed reminding of food waste recycling through the leaflet which was provided in every road, and this potentially prompted them to buy liners for themselves.


Proposed next steps

The following actions are proposed as next steps.

- Post-project questionnaire to pilot area households – asking residents what has helped and what else would help to engage them in the food waste recycling service. This survey will be distributed by end of March 2016 and the results will be analysed.
- Request that West London Alliance partners consider their own food waste trials, to enhance learning by all partners.
- Consider possible trial of one or two of the above interventions across a wider area or collection round, taking into account the costs and methods available for monitoring.
- Consider communications campaign to relaunch the food waste offer to those residents who are not participating but may be persuaded.

Appendix 1 – Communications materials

Generic leaflet



Food recycling

More and more people are recycling their food waste in Barnet. Can you do it too? It's so easy to do. Please use the bin you can find in all our libraries. That's where you can recycle your food waste.

What are my brown food recycling bins for?
You can use the food waste bin for all the food in your kitchen, and your table. It's for brown food recycling bins that have the right symbols.

Food recycling	Do not include
<input type="checkbox"/> The bones	<input type="checkbox"/> Animal faeces
<input type="checkbox"/> Any metal or wood in food	<input type="checkbox"/> Washing up
<input type="checkbox"/> Small appliances	<input type="checkbox"/> Large metal cans
<input type="checkbox"/> Any liquids	<input type="checkbox"/> Oil
<input type="checkbox"/> Eggs and egg shells	<input type="checkbox"/> Plastics
<input type="checkbox"/> Fish	<input type="checkbox"/> Paper bags
<input type="checkbox"/> Fish and seafood	
<input type="checkbox"/> Meat and bones	
<input type="checkbox"/> Non-recyclable	
<input type="checkbox"/> Glass bottles	
<input type="checkbox"/> Plastic	
<input type="checkbox"/> Waxy foods	
<input type="checkbox"/> Washed and rinsed	

How do I use my food recycling bin?

Food recycling is so easy.

- 1 put your waste into your bin. It's so easy to use. You can find it in all our libraries.
- 2 take your bin to the recycling bin. It's so easy to use. You can find it in all our libraries.
- 3 take your bin to the recycling bin. It's so easy to use. You can find it in all our libraries.

Worried about pests and smell?

- you can use a compostable bag to keep your bin clean, stop smells and more. These are available in all our libraries and are so easy to use.
- you can use a compostable bag to keep your bin clean, stop smells and more. These are available in all our libraries and are so easy to use.

Together we can make a difference

To find out what happens to your food recycling and how it's made, you can visit the Barnet website. You can find it in all our libraries.

Did you know?

- 45.3% of the food waste in Barnet is recycled.
- 35.46% of the food waste in Barnet is recycled.
- 1.53% of the food waste in Barnet is recycled.
- 4.09% of the food waste in Barnet is recycled.

To make your food waste easy to collect, please use your brown food recycling bin.

Specific leaflet (additional to the above Generic leaflet)

What happens to my waste food recycling?

Did you know that your waste food is a renewable energy source? By putting waste food in your black refuse bin you are thinking away a valuable source of energy.

Your waste food is collected weekly from your outdoor brown food recycling bin. It is then taken to the digestion plant for processing in an anaerobic digestion plant.

Anaerobic digestion is the same process as the digestion of food in the stomach and it takes down organic by-products.

As a result of your waste food going to the digestion plant it can be converted into:

- biogas - which is turned into heat and electricity
- a nutrient rich soil conditioner which is used as a fertilizer.

Food recycling - It's more powerful than you might think.

To order a new food waste bin or outdoor food recycling bin, please contact us on 020 8859 4000 or email swell@barnet.gov.uk.

Sticker for refuse bins



No food waste please

Please use your food recycling bin

Recycle for Barnet

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Food Waste Collections from Flats

Final Report on Trials June 2016

1) Summary

As part of a wider drive to improve recycling rates in flats across the borough Barnet Council implemented a small scale trial of food waste collections from these properties. The aim of these trials was to assess the financial, environmental and technical implications of rolling this service out to flats at a borough wide level.

The trials took place across 12 sites, totalling 678 properties, for a three month period between February and May 2016. Six of the sites were social housing managed by Barnet Homes and six were privately managed to assess whether this variable had any impact on the outcomes of the trials.

The results showed that in general people were happy to use the service and recycled, on average, **0.74 kilograms** of food waste per household per week (KG/HH/WK). Individual sites varied quite considerably but on average there was **little difference between social and private housing** in terms of tonnage. Contamination was mostly in the form of **plastic bags**.

2) Trial Design

2.1 Aims and Objectives

Flats within blocks of up to five properties already have access to the food recycling service. The aim of the trial was to assess the potential for expansion of the food waste recycling service to larger flats properties borough wide, using a communal collection system. To understand the answer to this, several specific success metrics were examined, specifically:

- Tonnage collected per household per week
- Potential cost savings from tonnage diversion
- How flats tonnages compare with kerbside food tonnages
- Whether tonnage remained constant or appeared to be falling by the end of the trial
- Whether contamination was unacceptably high
- Ease and efficiency of collections
- Vandalism and other negative reactions from residents
- Potential future cost of the service based on the findings of the trial

2.2 Collection Methodology

The Flats Technical Officers (TOs) designed and ran the trials. Desktop research combined with site visits to nearby Local Authorities helped determine the basic collection system parameters based on best practice from these sources. It was determined that a bring bank system using a single large bin in a durable bin housing was the best method to use. This is as opposed to collections from individual flats in much the same way as kerbside properties, or a communal collection point for individual 23 litre caddies, two methods used in some Local Authorities. The system chosen represents the most common system currently used in the UK to collect food waste from flats.

For the trials the bring bank system involved siting 240 or 140 litre wheelie bins contained within a lockable bin housing unit at strategic points at flats blocks, to which residents brought their food waste. Two different bin housings were considered; a metal one manufactured by Matussi and a plastic one manufactured by Glasdon. The plastic one (pictured) was chosen as it came in two different sizes, allowing us to use 140 litre bins as well as standard 240 litre bins in bin stores with limited available space, and was around 10% cheaper than the metal one. The cost per bin housing was £310 for the 240 litre model and £300 for the 140 Litre. However this included branded signage attached to the front of the bin housings.



Each resident was issued with a seven litre brown indoor caddy (with a sticker on the lid detailing what could and couldn't be placed inside) along with a roll of liners, introductory letter and service leaflet.

Additional liners were made available to the caretakers and site managers and where there were none a further set of rolls was delivered after two months.

Given the limited scope of the trial it was agreed that the Restricted Access Food Waste (RA Food) crew was able to collect from all the trial sites giving the TOs a single point of contact when coordinating collections and dealing with any problems that arose. Collections were weekly.

2.3 Site Selection

It was agreed early in the project design that 12 sites of mixed sizes would be selected. These were split into two sets of six sites, one consisting of social housing and one of privately managed sites. The social housing sites were assigned to the trials by Barnet Homes whereas the private sites were initially selected and then contacted by the TOs, with only those expressly agreeing to be part of the trials being included. Each site was surveyed by the TOs and the best places to locate the bin housings, along with access routes for crews and residents, were noted. Bins were generally placed adjacent to existing recycling facilities where possible. In total, 21 bins were distributed across the 12 sites which encompassed 678 properties. The sites chosen are listed below:

Social Housing Sites:

Site Name	Address	Properties	Bins
Edgeworth Court	Fordham Road, EN4 9AE	12	1 x 140
Mount Pleasant / Langford Road	130-140 Mount Pleasant / 30-40 Langford Road EN4 9AE	12	1 x 140
Dollis Croft	Bittacy Hill, NW7 1HP	15	1 x 140
Victoria Road Estate	Victoria Road, NW4 2BD	287	6 x 240
Bell Court	Bell Lane, NW4 2BT	46	1 x 240
Fosters Estate	New Brent Street, NW4 2DH	154	5 x 240
	Total	526	

Privately Managed Sites:

Site Name	Address	Properties	Bins
Clifton Lodge	160 Oakleigh Road South, N11 1HF	6	1 x 140
Morrison Court	43 Manor Road EN5 2JU	36	1 x 240
Christopher Court	80 Leicester Road, EN5 5ED	18	1 x 240
Cranwell Court	Field Mead, NW9 5SF	26	1 x 240
King's Lodge	Kingsway, N12 0EW	59	1 x 240
53 Alexandra Grove	53 Alexandra Grove, N12 8HE	7	1 x 140
	Total	152	

2.4 Monitoring

The most basic measure of success for the project was the tonnage collected per household per week. As there was no weighing equipment on the RA Food vehicle this was visually estimated by the TOs. Each week, on the day before collections were due to take place, the TOs visually assessed the fullness of each bin and fed the results into a specially designed data capture spreadsheet. This measurement was then converted to litres and correlated with a standardised bulk density coefficient supplied by WRAP¹ to give a total weight. To account for the fact that food waste from only six days per week is accounted for by measuring the bin fullness the day before collections, this total was then divided by six and multiplied by seven to give a final estimated weight. An example of the calculation can be found below:

240 Litre Bin 25% full 1 day before collection

$$\text{Weight} = 7(((0.25 \times 240) \times C)/6)$$

Where C = WRAP bulk density for food waste in 23L caddy 0.29 kg / L

$$= 17.4 \text{ kgs on day of collection}$$

¹ <http://www.wrap.org.uk/sites/files/wrap/Bulk%20Density%20Summary%20Report%20-%20Jan2010.pdf>
page 11

At some of the locations a high level of use meant that the collection schedule was changed to twice a week which meant that the equations for estimating weight from fullness had to be adapted to account for 2 days of additional input which were not monitored.

Instances and types of contamination were also recorded every time a bin was monitored by the TOs.

All information from the monitoring was fed into a specially designed spreadsheet which formed the basis of the results section.

2.5 Health and Safety Concerns

Lone working risk assessments were conducted for the TOs. In summary, every time a TO was working on their own, their location and estimated return time was communicated to either the other TO or a member of staff familiar with the trials as well as in the Outlook calendar of the lone worker.

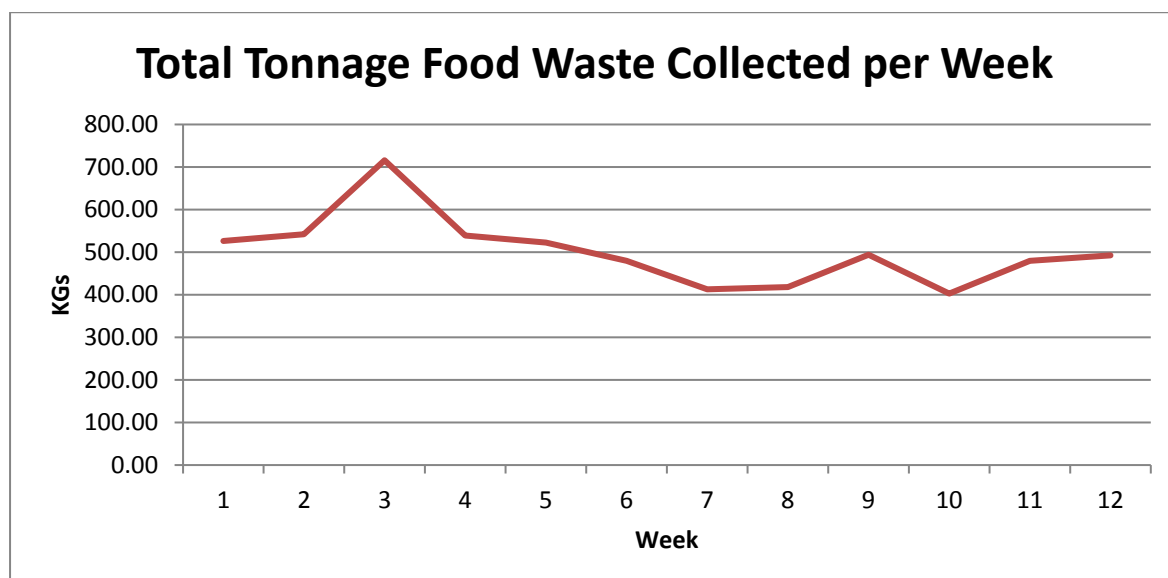
As food waste is especially dense, the RA Crew was instructed to inform the TOs if any bin they were collecting was in excess of 50% full as heavier bins than this could cause problems if handled incorrectly. In these circumstances the bin would be emptied by multiple crew members and the collection rounds would be adjusted to collect multiple times during the week.

3) Results

3.1 Weight of Material Collected

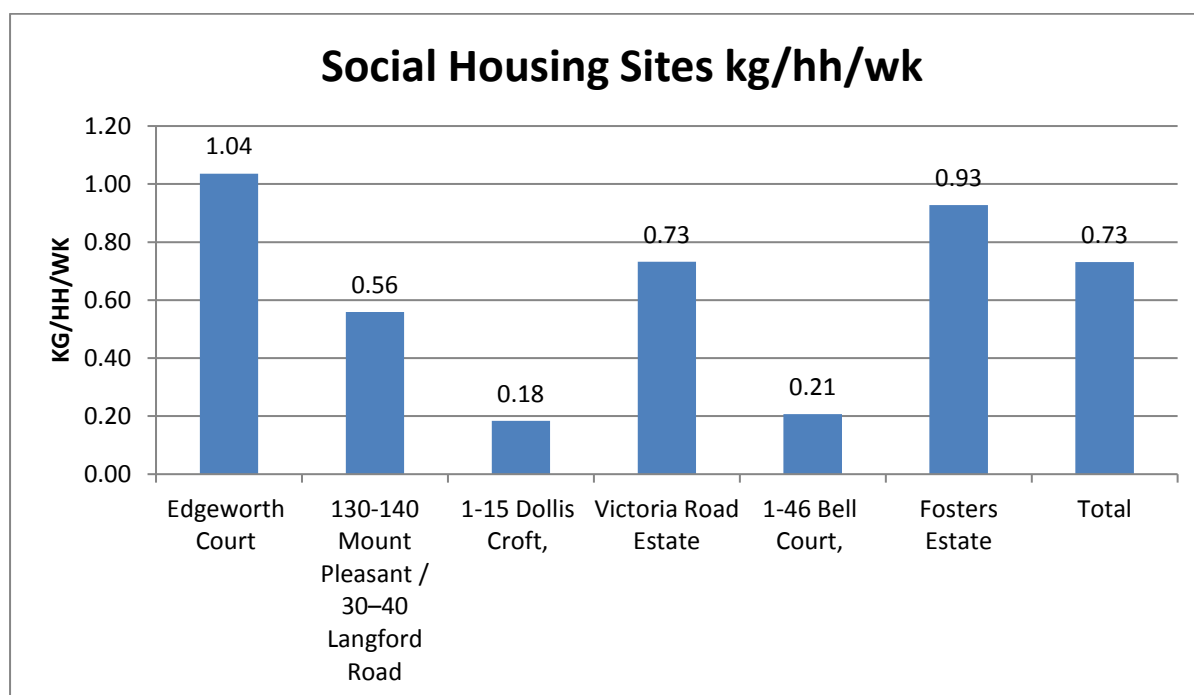
The bins were rolled out at the end of February 2016 and monitoring took place for 12 weeks between week beginning 29/02/2016 and week beginning 23/05/2016.

In total 6,025 kgs of food waste were collected over the trial period. Below is a chart showing the total weekly food waste collected for recycling across all sites.

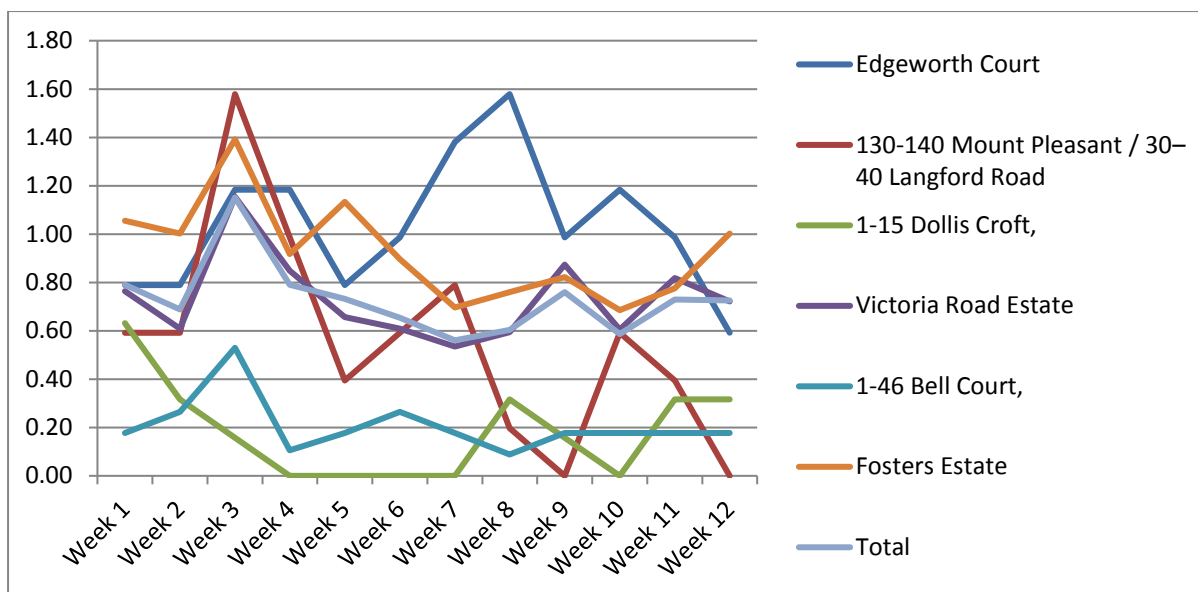


Levels were initially high, at between 500 and 700 kgs per week but then fell and levelled off at around week six at between 400 and 500 kgs per week. This shows a similar trend when compared with the first twelve weeks of the food waste service being provided at street level properties. The average figure was 502 kgs per week across the entire trial.

On a house by house basis the overall figure for food waste collected across all sites was 0.74 kg/hh/wk. This compares with approximately 0.97 kg/hh/wk for street level properties. The results below are divided into Barnet Homes Sites and Privately Managed Sites.

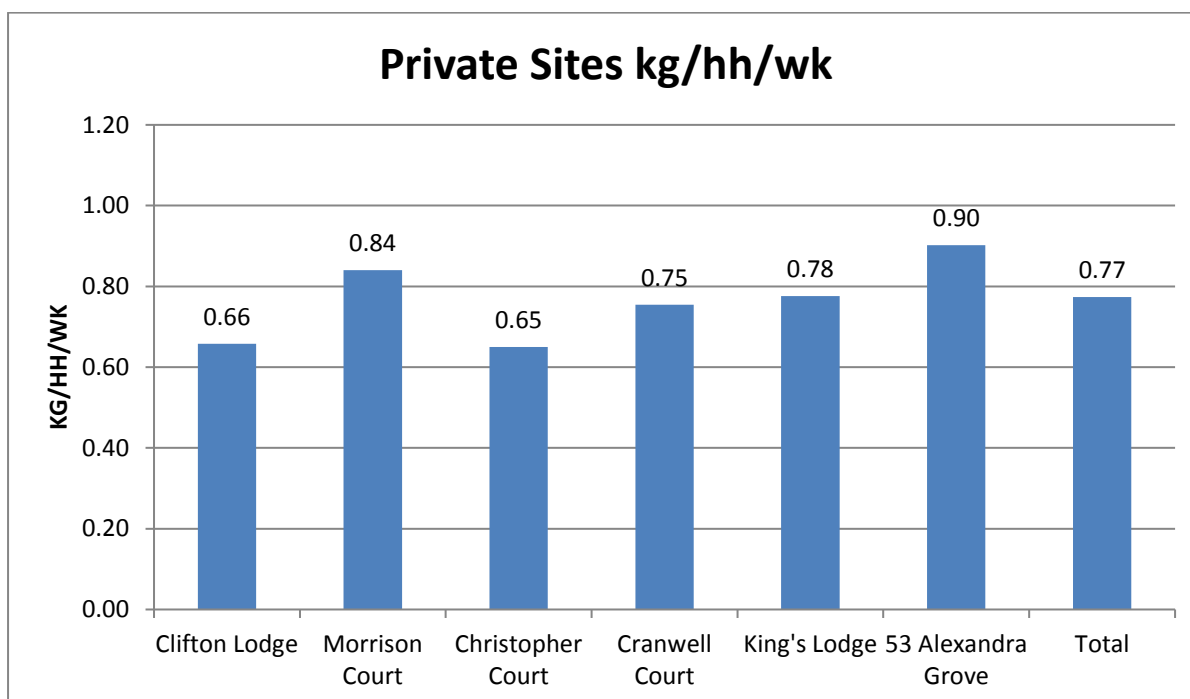


Variation amongst social housing sites was high with weekly totals of between 0.18 kg/hh/wk (the lowest level of all the sites measured) and 1.04 kg/hh/wk (the highest level of all the sites measured). The average was 0.73 kg/hh/wk. Results on a week by week basis are shown below:

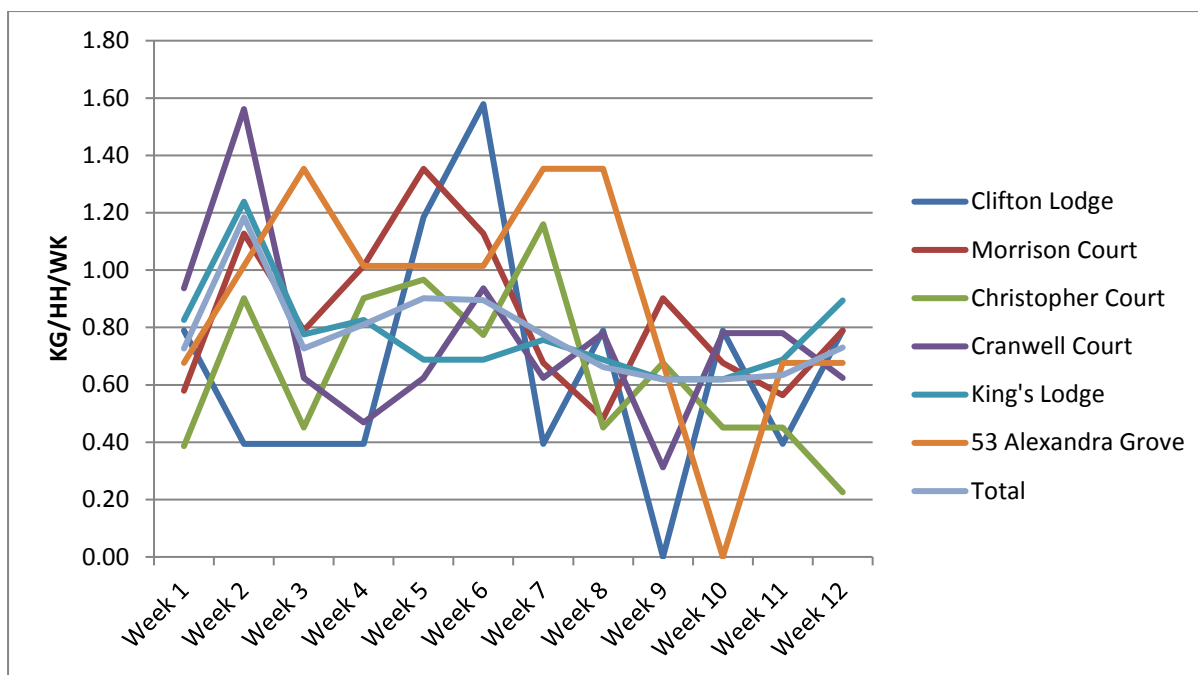


Weekly variation amongst different sites was pronounced though the total level tracked the overall total for all sites quite closely.

Below are the results for privately managed sites.



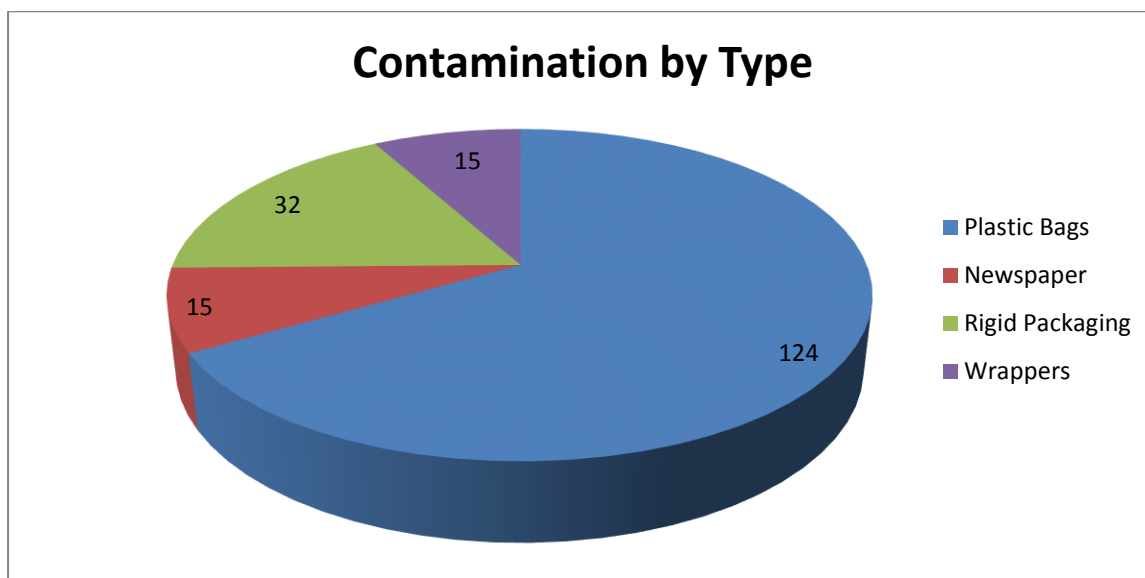
Variation amongst privately managed sites was quite low with results ranging from 0.65 kg/hh/wk to 0.9 kg/hh/wk. The average result was 0.77 kg/hh/wk. Weekly results for individual sites are shown below.



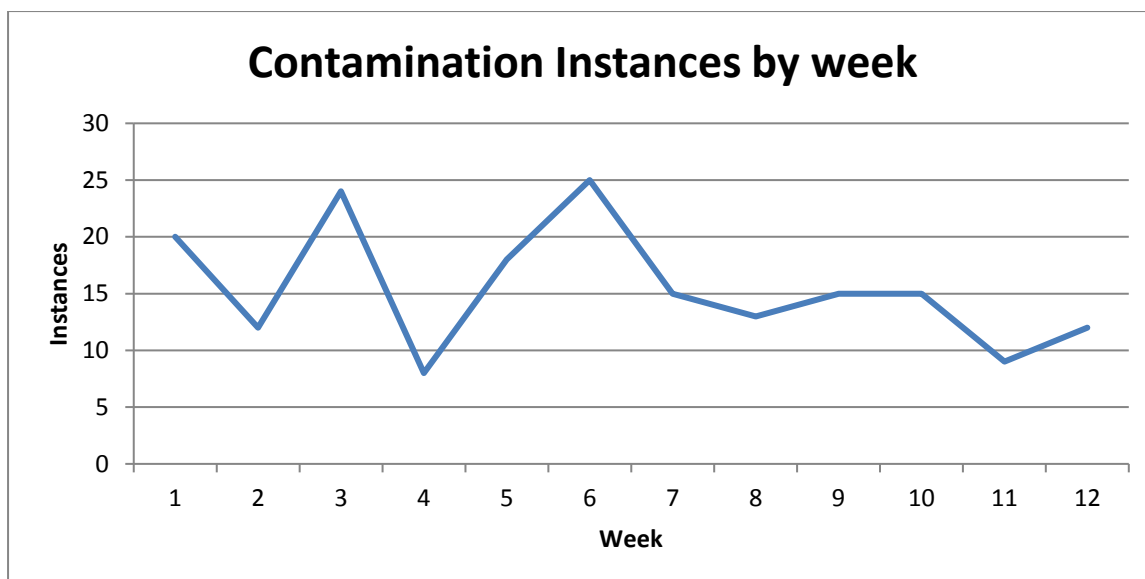
Weekly variation between sites was initially pronounced but soon diminished with the total tracking the overall total for all sites quite closely.

3.2) Contamination

Instances and types of contamination were monitored in all 21 bins. Results by type are shown below:



Plastic bags dominated the contamination classification, however there were frequent instances of Newspaper, Rigid Packaging (for example cans, plastic bottles and rigid food packaging) and Wrappers (such as crisp packets). The results of total instances of contamination by week are shown below.



Instances of contamination were initially highly varied and peaked in week six at 25 but then began falling into a more consistent pattern. Anti-contamination stickers were added at the end of week five. The average number of instances per week was 16.

4) Analysis

Overall food waste collected rises significantly at first, peaking at over 700 kg per week in week three. The reasons for this are more than likely householders trying out the service, with the subsequent drop off in weeks four to six being people that dislike the practicalities of the service giving up. Some householders may have chosen to empty their existing stocks of out of date food into the recycling at this stage as well, though there is no direct evidence for this. By week seven the amount of food waste collected starts to level off at around 450 kg per week or 0.66 kg/hh/wk, an approximate level we might expect from a wider rollout for the first year.

However there is some level of bias in the results as the privately managed sites were self-selecting – these were in the minority of sites where there was a willingness to accept the installation of food waste bins, which may have positively affected the outcomes. The Barnet Homes sites, however, were selected for us and gave almost identical results in terms of kg/hh/wk from week six onwards. Even if we assume that the amounts collected would be slightly lower in a wider rollout, 450 kgs collected from just 21 bins is potentially a very efficient method of collection. It is worth noting that LB Islington recently changed its food waste collections system for kerbside properties to a communal bring bank model.

As mentioned previously the overall tonnage results for both Social and private flats blocks were very similar however variation within the social housing sites was very high. These sites included both the two best performers in the entire sample and the worst performers. The most likely reason for this variation compared to the privately managed sites was the positioning of the food waste bins. In the case of the privately managed sites, all the food waste bins were located in or next to existing bin stores which housed both the residual and dry recycling bins for the block. This meant there was a single location to which people went with their waste and this appeared to boost usage. With the social housing sites all food waste bins were located next to recycling bins however this was, in some cases, separate from the residual waste bins. These sites included Bell Court, Dollis



Croft and Mount Pleasant / Langford Road, the three worst performing sites. On the Fosters and Victoria Road Estates there was a mixture of locations - some in integrated bin stores and some with only recycling bins, generally reflecting the overall trends for these two groups. The picture (above) shows an integrated bin store on the Fosters Estate which performed well during the trials.

The trials demonstrated that both 140 litre and 240 litre bins and their respective housings were appropriate dependent on block size. Initially we deemed anything below 15 properties in size to be suitable for a 140 litre bin however the trials demonstrated that anything up to 20 properties would probably be viable with a 140 as opposed to a 240. 140 litre bin housings are approximately £10 cheaper than 240 litre ones and could be prioritised as a cost saving measure wherever possible. A single 240 seemed to be appropriate for blocks of up to 50 properties. Beyond this number of properties, we looked to install multiple bins to avoid any getting overfull and health and safety risks to the collection crews from very heavy bins. At Longford Court we installed two food waste bins adjacent to each other however residents would completely fill the one closest to the door before starting to fill the other. As a result we had to increase the collection frequency to twice a week, with a similar situation occurring at the two most used bins on the Fosters Estate.



In some local authorities a special wheelie bin with an aperture lid is used instead of a bin housing to reduce the overall cost of the scheme. Pictured right is an example. These could be considered for use in bin stores in small blocks with little chance of vandalism.

Contamination levels, especially plastic bags, were initially relatively high and in response to this we designed anti-contamination stickers which were placed on the lids of all the bins housings (see picture right). This did appear to reduce contamination though not eliminate it. The vast majority of contamination incidents were caused by people using plastic bags to contain their food waste. The provision of free liners no doubt reduced this tendency. It is worth noting that whilst most anaerobic digestion plants these days accept plastic bags, the NLWA does not as some may end up going for in-vessel composting, though none to date has.

The remaining contamination was mostly food packaging, or more specifically food still in its packaging. This included loaves of bread in polyethylene bags, cans and bottles of soft drinks and rigid plastic food trays. This seems to indicate that people are at least willing to participate in the service if not read the information about what can and cannot go in the bins. The same can probably be said of those contamination incidents involving newspaper, where it was invariably used to wrap the food waste instead of a liner.



Liner usage appeared high amongst those people that participated in the trials. Of concern was that additional liners were requested by trial householders during the trial from sites where boxes of liners had been supplied to caretakers for distribution. This indicates that either those residents calling for the replacements were unaware of the caretaker having rolls or the caretakers were not present for residents to be able to obtain any liners. Only one caretaker requested an additional box during the trial.

5) Recommendations

The trial produced some promising outcomes in relation to the yield of food waste per household. However it should be noted that this was a small trial, and the incremental costs of rolling out the service to all larger flat blocks in the borough (vehicles, crew, bin housing units, communications and staff resource) would be significant. Given the low differential between food waste recycling and disposal costs (£14.68 per tonne) it is highly unlikely that there would be a cost saving. Therefore any decision on the rolling out of food waste recycling to larger flat blocks would be based on achievement of the 50% recycling rate target by 2020. Further work could be carried out to estimate the effect on the recycling rate and the costs of a full rollout. A further trial can be arranged if required.

The trials produced several recommendations which should be considered if the service is to be rolled out to additional properties in the future.

- Only roll out the food waste service to blocks which already have a dry recycling collection service
- Model predicted tonnages collected based on a figure of 0.6kg/hh/wk
- Phase any rollout of the service as the bin housings are bulky and difficult to store and deliver.
- Consideration could be given to the use of wheelie bins with aperture lids, rather than normal wheelie bins in bin housings, for properties with limited space.
- Supply each property in the block with a caddy, leaflet, introductory letter and roll of liners within two days of the bin housing being installed.
- If liners are to be supplied continuously to properties, a roll of 26 liners every two months is sufficient.
- If sites have caretakers, leave additional liners with them and brief them fully beforehand. Make sure that residents are aware that additional liners can be obtained through the caretakers and that caretakers can, in turn, contact the Recycling and Waste team for additional boxes. Caretaker / Site Manager buy-in can be crucial to the success of a scheme.
- Press the NLWA to guarantee all food waste is sent to anaerobic digestion as this removes the need to use biodegradable caddy liners.
- Place bin housings in existing bin stores where possible. If not, prioritise locations close to main egress / entry points and in proximity to existing residual waste bins. Ignore recycling bins that are distant from the block unless this is the only place the bin housing can be placed.
- For blocks with 20 or fewer properties, use a 140 litre bin. For blocks of 21 – 50 properties use a 240 litre bin. For blocks in excess of 50 properties use multiple 240 litre bins if there are multiple exits and / or bin stores. If not then use a single 240 litre bin and consider collecting it twice weekly.
- Always put an anti-contamination sticker on the lid of the bin housing.
- Mention that food still contained within its packaging is not acceptable on the introductory letter and in any additional communications to help reduce contamination.

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Basic Costings for a Borough-Wide Rollout of Food Waste Collection Services from Flats

July 2016

The recent flats food waste trials allowed us to create a rough model of what a borough wide rollout of this service would look like from a cost perspective.

Increasing waste diversion from disposal would be the only source of “revenue” in this model, based on a menu-pricing differential of £14.68 per tonne and assuming the average amount collected from individual properties was 0.6 kg/household/week. The model also assumes 2,400 flats sites.

kg/hh/wk	Properties	Total Diversion (T)	Diversion Saving per tonne	Total Saving (annual)
0.6	44,000	1,372.8	£14.68	£20,152.70

The capital costs of this rollout are explored below:

Item	Number	Cost per unit	Total Cost
Bin Housings	2400	£305	£732,000
240/140 bins	2400	£19.23	£46,152
7L Caddies	44,000	£1.17	£51,480
Leaflets	44,000	£0.10	£4,400
Bin Stickers	2400	£0.95	£2280
Total			£836,312

The cost for the bin housings assumes a roughly even split of 240 and 140 litre bins (which cost £310 and £300 respectively). It is also assumed that the number required would be approximately one per flats site, with some requiring multiples and other unsuitable for the service.

Both the Bin Housings and the bins themselves could be replaced with a single, low cost unit. Though not as attractive as the one used in the trials, similar ones have been used in other local authorities with some success. Both budget lines here could be replaced with a single one totalling £120k at £50 per unit.

Operational running costs of the scheme are detailed below (all are per annum):

Item	Number	Cost per unit	Total Cost
Liners (roll of 26)	264,000	£0.52	£137,280
Delivery of Liners	44,000	£0.13	£5,720.00
Vehicle and crew	3	£100,000	£300,000.00
Total			£443,000.00

This model is based on each household receiving one roll of liners every two months. The vehicle and crew line includes purchase cost and depreciation over 7 years plus all vehicle extras (MOT / Fuel etc) and crew salaries for one driver and one loader. The number of crews is a product of the average number of sites the flats recycling crews currently have on their rounds (189 per day) determining the round size here based on a five day working week.

All lines relating to the purchase and delivery of liners can be removed if the operational and political decision to go ahead without resupply of these is made. Alternatively, an alternative solution involving residents containing their food waste in ordinary plastic bags can be sought in partnership with the AD plant and the NLWA.

Below is a minimum expenditure model where we use the cheapest bin/housing option detailed above and do not continue delivering liners past the initial roll.

Capital Costs

	Item	Number	Cost per unit	Total Cost
	Bin Housings	2400	£50	£120,000
	7L Caddies	44,000	£1.17	£51,480
	Leaflets	44,000	£0.10	£4,400
	Liners (roll of 26 with caddy)	44,000	£0.52	£22,880
	Bin Stickers	2400	£0.95	£2,280
	Total			£201,040

Operational Costs (per annum)

	Vehicle and crew	3	£100,000	£300,000.00
	Total			£300,000.00

Even with the most optimistic financial conditions this service would never generate a net saving unless disposal costs were to rise dramatically. Any decision to pursue this roll out would have to be justified through other means such as service equality for flats or a desire to do whatever is necessary to meet our recycling targets.

MAYOR OF LONDON

Cllr Richard Cornelius

Leader of the Council
London Borough of Barnet
North London Business Park
Oakleigh Road South
London N11 1LP

Date: 2 August 2018

Dear Cllr Cornelius,

London Environment Strategy – Withdrawal of Weekly Separate Food Waste Collection Service - Further consultation prior to the issuing of a potential Mayoral Direction concerning a Food Waste Service Review

This letter constitutes consultation with the Barnet London borough council (“Barnet”/ “the Council”) as required by section 356(4) of the Greater London Authority Act 1999 (“GLA Act”, as amended) that I am minded to give the Council a direction under section 356(1) of that Act.

Following my letter of 27 June 2018, and your reply of 28 June, you agreed to set aside a six-week period, within which further data and information that had been used to inform Barnet’s decision-making processes would be provided to my officers, so as to better understand and assess the decision (“the Withdrawal Decision”) made by your Environment Committee (“the Committee”) at its meeting on the 5 June 2018 to withdraw the current weekly kerbside separate food waste collection (“the Food Waste Service”/ “Service”) provided to all ground floor residents in your area. This information was provided to us on 12 July and has been thoroughly reviewed by my officers.

As I stated in that letter, the decision made by the Committee to withdraw the Service, stands in direct contradiction of specific provisions within my London Environment Strategy (“LES”/“the Strategy”) which require the Food Waste Service to be provided. This is set out at Proposal 7.2.1 (a) and supporting text (a copy of which is at **Appendix A**), and is the Strategy’s “separate food waste recycling requirement”. That requirement is a provision of the Strategy dealing with municipal waste management.

All waste authorities in London are under a legal duty to exercise their waste functions under Part II of the Environmental Protection Act 1990 (their “Part II Functions”) in general conformity with the provisions of the Strategy dealing with municipal waste management (“the waste management provisions”): see section 355(1) of the GLA Act. The Council is a waste collection authority for the purposes of section 355(1). The waste management provisions and Barnet’s Part II Functions include the collection and recycling of waste from residential properties.

MAYOR OF LONDON

The London Environment Strategy was published on 31 May 2018 and was in legal force on the date the Committee took the Withdrawal Decision. The Strategy's contents had been widely communicated and Barnet responded to the consultation draft of the LES¹, not specifically mentioning any issues or concerns about what is now Proposal 7.2.1 (a) (separate collection of food waste), and stating only that it already meets the minimum service requirement for the separate collection of food waste. No indication was given by the Council of any intention to withdraw the Food Waste Service.

The relevant report (Street Scene Operational Changes 2018-19: "the Report") to the 5 June Committee meeting includes the recommendation to withdraw the Food Waste Service (the "Service Change 2" referred to in the Report) in order to make an in-year (2018/19) financial saving of £300,000 per annum and £300,000 per annum thereafter.

The Report did not refer to the Strategy's separate food waste recycling requirement, nor to Barnet's statutory duty to perform its waste functions in general conformity with it. Neither did it mention or indicate how the Council proposed to offset or make-up the consequent reduction in recycled waste in order to meet the 50 per cent (by 2025) Local Authority Collected Waste (LACW) recycling target or its 50 per cent per head reduction in food waste target requirement by 2030.

The Relevant Decision by the Committee is directly contrary to the Strategy, published on 31 May 2018, which provided that waste authorities in London to provide weekly kerbside collection of food waste, by 2020 at the latest (Proposal 7.2.1 (a) and supporting text). It was fundamentally flawed and unlawful.

Following my officers' detailed review of the data and information submitted by the Council's officers on 12 July, I have concluded the following:

- 1) The Committee's decision to withdraw the Food Waste Service seems to contradict earlier analysis and decision making on its part. In the Committee's own report (the update to the Environment Section of the Council Medium Term Financial Plan (MTFP) for 2018 to 2020²), in the appendix, line ref 2, the report talks of seeking to enhance the Council's food waste offer and to drive its performance improvement along with dry recycling.
- 2) The only options analysis undertaken by officers in the Report, and so considered by the Committee, was the comparison between maintaining the Food Waste Service and its total and immediate withdrawal. Whilst there are clearly a range of options that sit within these two, they were not explored in the Report or with the Committee at the meeting. For example, options might have included measures to enhance collected volumes of food waste, such as 'bin' volume of residual waste, round structures and logistics, or household education and promotion.
- 3) From information provided by the Council, it is clear that, as the Service is currently operated, it performs poorly. As a consequence, it is not as cost effective as it might be (on a per tonne collected basis). Data provided by the Waste and Resources Action Programme (WRAP) on their separate weekly food waste collection trials found an average (UK) per household collection weight of 68kg per annum (when combined with weekly collection of residual waste, higher if fortnightly). On this basis, Barnet's food waste collection scheme should be looking to collect in the region of 7,000 tonnes per annum (68kg multiplied by 102,000 properties eligible to receive the service), rather than the 5,000 tonnes, and declining (estimated at 4,600

¹ The Draft LES was subject to public and stakeholder consultation between 11 August and 17 November 2017 and contained Proposal 7.2.1 (a).

² <https://barnet.moderngov.co.uk/documents/s43101/Appendix%20A%20Environment%20Committee>.

MAYOR OF LONDON

tonnes currently) as at present. If Barnet could identify options for increasing volumes of collected food waste, the cost savings available on the disposal side could go some way to enhancing the cost effectiveness of the Service, as opposed to keeping the waste in the residual bin and incinerating it as proposed. It is not clear on the evidence presented that the Council has identified the best value solution.

- 4) The background information and analysis provided in the Report to justify the recommendation to withdraw the Service makes the un-evidenced assertion and assumption that this current poor performance is incapable of being changed and/or improved.

From analysis it is clear that:

- A. The Food Waste Service has been treated in almost total isolation of other waste collection and recycling services in the borough. Evidence from other authorities performing well on food waste recycling suggests that a more system wide perspective, incorporating the full range of resources and operations mobilised across dry recycling, residual collection and garden waste, offers the fullest range of options and choices (for example, the utilisation of staff resource across shared collection rounds, control of residual collection volumes via bin size or collection frequency, shared /modified fleet etc). These alternatives do not appear to have been presented to the Committee previously or put to Committee members in the report.
- B. The financial case presented for the Service's withdrawal, does not adequately account for and deal with the issue of sunk capital investment. While this is understandable to the extent that the priority is to make in-year savings in revenue budgets, it does suggest a very short-term perspective, which ignores capital investment made to date and its ability to support cost effective service delivery in the medium to longer term. Given the Mayor's requirement that all waste authorities have separate weekly kerbside food waste collection in place by 2020, it appears highly unlikely that Barnet would be able to re-introduce the Service at a later date within the next 16 months. And, even if it did, it would represent an inefficient use of existing and productive capital infrastructure.
- C. No detailed information is provided as to how, in the absence of the Service, and with a clear plateauing of Barnet's dry recycling performance, the Council would seek to sustain and drive further improvements towards its own recycling target of 50 per cent household waste by 2020 and contribute to the Mayor's London-wide Recycling target of 45 per cent household recycling by 2025 and 50 per cent by 2030 - let alone credibly and cost-effectively restore the Service by the backstop date of 2020 as required by the LES.
- D. The Report makes significant environmental claims about the preferred option: withdraw separate food waste collection and leave food waste in black bin for onward incineration. It claims that the current onward processing of food waste by Anaerobic Digestion (AD) is equal in environmental terms to leaving food waste in the black bins for onward processing by incineration at Edmonton. Indeed, it goes further and suggests that given Edmonton is nearer than the AD plant in Hampshire, its incineration is environmentally preferable. No evidence for this claim is submitted beyond the referencing of the waste hierarchy. The Government's own advice on the waste hierarchy and indeed all research and evidence supports the separate collection of food waste and processing by AD as the most environmentally beneficial route for food waste. This is so even allowing for transport movements of the collected waste for processing.

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GLA Act 1999 powers

Under section 356(1) of the GLA Act, where I consider it necessary to do so for the purposes of the implementation of the Strategy's municipal waste management provisions, I may give to a waste collection authority in Greater London a direction requiring that authority to exercise a function in a manner specified in the direction. The functions in question are not limited to Part II Functions and may concern any relevant function of the authority. When a direction is given the authority concerned must comply with it: see section 356(5). The power to give a direction under section 356(1) may be exercised generally or specifically. I am required to consult with the authority concerned before giving any direction under that section: see section 356(4)(b). This letter fulfils that consultation requirement.

Considering the submitted evidence by the Council and my officers' subsequent analysis, I am minded to issue a direction under s 356(1) of the GLA Act ("the Direction") to undertake a Food Waste Service Review in the terms (or similar) set out in **Appendix B**, as being necessary for the reasons stated above.

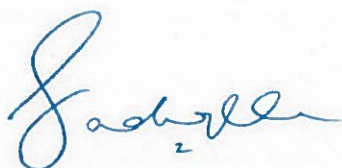
Conclusion

I genuinely hope you find my proposal for a Food Waste Service Review helpful as a way forward and that it will not be necessary to issue a statutory direction. While I appreciate that Barnet, like all local authorities across London, faces a challenging short, medium and long term financial environment, I am not convinced that its decision to withdraw its weekly separate kerbside food waste collection service has been made in full recognition of the wider choices available that could, potentially, save more money for the Council and its residents in the future.

The opportunity for the Council to engage with external experts in understanding how the waste collection and recycling services can be optimised is I feel a valuable one. It has the potential to furnish the authority with the full breadth and depth of options and choices that will enable it to implement measures to enhance the performance and cost effectiveness of its entire waste recycling and collection services and to lay the foundation for even higher recycling in the future.

I request you to formally respond to this letter, for the purposes of section 356(4)(b) of the GLA Act no later than **8 August 2018**. Given the need to scope the food waste service review, procure external support and deliver the review within four months, I consider a response by 8 August to be reasonable notice. Please provide confirmation of your agreement by signing a copy of this letter.

Yours sincerely,



Sadiq Khan
Mayor of London

MAYOR OF LONDON

Appendix A (Proposal 7.2.1a and supporting text)

Policy 7.2.1 Increase recycling rates to achieve a 65 per cent municipal waste recycling rate by 2030

Proposal 7.2.1.a The Mayor will set targets for local authority collected waste, a minimum level of service for household waste recycling collections and hold a contract register of waste authority waste contracts

The Mayor expects waste authorities to collectively achieve a 50 per cent LACW recycling target by 2025 and aspire to achieve:

- a 45 per cent household waste recycling rate by 2025
- a 50 per cent household waste recycling rate by 2030

As circular economy business models (such as promoting sharing, leasing, design for durability and predictive maintenance) and material specific policies take hold, the amount of waste produced or that can be recycled will fall. The Mayor will keep his recycling targets under review, based on the progress of London's transition to a circular economy.

This will encourage materials to be used at their highest value for as long as possible, and avoid incentivising recycling over and above the more desirable options of reduction and reuse. To help them achieve the recycling targets, waste authorities should deliver the following minimum level of service for household recycling:

- all properties with kerbside recycling collections to receive a separate weekly food waste collection
- all properties to receive a collection of, at a minimum, the six main dry recycling materials, i.e. glass, cans, paper, card, plastic bottles and mixed rigid plastics (tubs, pots and trays)

APPENDIX B

Proposed statutory direction

The Barnet London borough council ("Council") shall exercise all or any of its relevant functions to secure the following outcomes.

1. For a period of four months from the date of the Direction ("the Review Period") the Council shall continue to provide, or (if it has ceased) the Council shall immediately restore, the Food Waste Service to every household that received it prior to 5 June 2018, to be performed in the identical manner in which that Service was performed before that date. (To clarify, I do not require any new households after 5 June 2018 to be provided with the Service.)
2. The Council shall not within the Review Period make (by itself or by any third party) any specific or announcement or communication by any means to the effect that the Food Waste Service is or will be withdrawn, as such notification is considered to be in essence the beginning of the Service's withdrawal as it is likely that residents will stop separating food waste from their other waste.
3. Within the Review Period the Council shall undertake a Food Waste Service Review ("FWSR") focussing on the cost-effective delivery of food waste recycling collections and its interaction with all associated current waste collection and recycling services provided by the Council pursuant to its Part II Functions.

(a) The aims of the FWSR are to:

- Provide an independent, third party and expert view on the full range of options available to the Council in seeking to both improve the current performance of the Food Waste Collection Service (and, inter alia, other recycling and waste collection services), and to do so in a manner consistent with its best value duties: economically, efficiently and effectively.
- Provide to the Council's decision makers with a more complete range of choices as to how they structure and manage the Service going forward.
- To give the Mayor confidence that a full range of options have been framed, explored, analysed and implemented in conformity with the relevant provisions of the LES.

(b) The general scope of the FWSR will cover the minimum matters (others to be added with the agreement with the Mayor):

- The Food Waste Collection Service
- All other relevant or associated waste collection and recycling services (specifically, but not exclusively, dry recycling, residual and garden waste).
- The system-wide treatment of all included waste collection and recycling services and all key issues impacting cost and performance.
- The presentation of all system wide options that allow for continuation of, enhanced performance of and cost reduction of the Service itself and 'whole system' (all waste and recycling services) costs and performance.
- Onward processing and disposal costs.

MAYOR OF LONDON

4. The FWSR may be undertaken (at the Council's choice) by external consultants ("FWSR Consultants") appointed procured by either:
 - (a) Resource London through its WRAP framework, in which case the costs of the FWSR and FWSR Consultants will be entirely met by Resource London. (Resource London is already resourced to provide this service to Barnet free of charge. In addition, Resource London will be able to assist in the detailed scoping of the FWSR, ongoing project management and the finalisation of the Review's recommendations.)
 - (b) The Council, where the Council shall be entirely responsible for the full costs of the FWSR and FWSR Consultants.
5. In either case the FWSR Consultants' appointment shall provide that the Greater London Authority (GLA) will be a joint client with the Council and they shall owe a professional duty of care to the GLA as well as to the Council, and afford GLA officers access to all relevant information considered in the FWSR and supplied by the Council for that purpose.
6. The Council will make available the necessary resources (including staff and their time), participate in and undertake the FWSR and act in good faith to the GLA and FWSR Consultants with a view to achieving the aims of the review as set out in paragraph 3(a) above.
7. Subject to paragraph 3(b) above, the Council shall:
 - (a) Develop and sign off the FWSR specification with the GLA.
 - (b) Fully commit to the fundamental service review and to provide all support, data and information as required by the FWSR Consultants to enable them to prepare their report.
 - (c) Ensure that GLA officers receive all interim and milestone reports from the external consultants.
 - (d) Ensure that the draft final report by the FWSR Consultants are provided to the GLA at the same time as it is provided to the Council, preferably through a joint reporting agreement as formalised in the FWSR Specification.
8. At the end of the Review Period and, following the delivery of the agreed FWSR Consultants' report and its recommendations, the Council shall then inform the GLA, having been given a full range of options beyond either simply keeping the Service as currently performed, how it intends to proceed.
9. The Council and GLA will, at this point, jointly review the situation and any further action required.
10. This Direction is without prejudice to my powers to make any further or subsequent direction under section 356(1) of the GLA Act including a direction to extend the period length of the Review Period above and/ or to continue provision of the Service as referred to in paragraph 1 above.

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London Borough of Barnet

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Leader of the Council

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our reference: RC/kl

Dear Mayor Khan

London Environment Strategy – Withdrawal of Weekly Separate Food Waste Collection Service – Further consultation prior to the issuing of a potential Mayoral Direction concerning a Food Waste Service Review

We have carefully considered your letter of 2nd August 2018 and the previous correspondence between us in connection with Barnet's decision of 5th June 2018 ("the Decision") to withdraw the Weekly Separate Food Waste Service ("the Service"). We have obtained the advice of Leading Counsel concerning your powers in this matter. I am afraid that as a result of the that advice, as follows, I am forced to disagree with much of your letter.

First, it is plain from your letters of 19th June, 27th June and 2nd August 2018 that your proposal to issue a direction under section 356(1) of the Greater London Authority Act 1999 ("the GLA Act"), including a direction requiring Barnet to undertake a Food Waste Service Review, as set out in the letter of 2nd August ("the Proposed Direction"), has been formulated with the overarching objective of, at least potentially, requiring Barnet to reverse the Decision, and to maintain its previous practice of providing the Service. The clear advice which we have received is that you lack the power to impose any such requirement upon Barnet, whether pursuant to your powers under section 356(1) of the GLA Act or otherwise. A fortiori, second, you also lack the power to make the proposed Direction under that provision. Our reasons for this conclusion are set out below.

Principles

As you are aware, section 355(1)(a) of the GLA Act requires each of the waste collection authorities in Greater London (of which, of course, Barnet is one), in exercising any function under Part II of the Environmental Protection Act 1990, to act "in general conformity" with the provisions of the London Environment Strategy ("the Strategy") dealing with municipal waste management. Section 355(1) is, however, subject to section

355(2). This provides that section 355(1) has effect only to the extent that compliance by an authority with its requirements does not impose excessive additional costs on the authority.

Plainly, the provisions of sections 356(1) and 356(4)(a) require to be read in the light of those of sections 355(1) and 355(2). Accordingly, you cannot, in your capacity as Mayor, lawfully issue a direction under section 356(1) requiring a waste collection authority to do something which may or may not amount to an “act in general conformity with the London Environment Strategy” (as to this, see further below), but which imposes excessive additional costs on the authority concerned.

Next, it is clear from the decision in *R (West London Waste Authority) v Mayor of London* [2007] Env LR 27 that the Mayor’s powers to issue a direction under section 356(1) of the GLA Act are limited. Specifically, such a direction cannot impose more onerous requirements upon a waste collection authority than are imposed by the relevant version of the Strategy, properly interpreted and reasonably applied, itself. Further, as Goldring J observed in giving Judgment in that case (paragraph 74) “What the strategy is not is a set of absolute requirements each of which can be considered in isolation. It is necessary in each case to consider what in practical terms is achievable in each case having regard to what the strategy as a whole says”. As the Judge also noted, endorsing the submissions of Leading Counsel for the claimant (Judgment, paragraph 45), there was “an element of aspiration” in the relevant provisions of the Strategy that was before him; and regard must be had “to what is practical and achievable”. Those observations are of direct relevance to the present version of the Strategy as well.

Application

Applying the above principles to the circumstances of the present case, we would invite you to note the following. Taking the points in reverse:-

- (1) The proposed Direction is formulated with a view to imposing, and itself imposes, more onerous requirements upon Barnet than those which are imposed by the Strategy itself. Policy 7.2.1 of the Strategy aims to “Increase recycling rates to achieve a 65 per cent municipal waste recycling rate by 2030”. Proposal 7.2.1.a is that the Mayor “will set targets for local authority collected waste, a minimum level of service for household waste recycling collections and hold a contract register of waste authority waste contracts”. In connection with this, the explanatory text sets out the Mayor’s view that “Introducing separate food waste collections, in particular, has been proven to boost recycling rates and reduce contamination with dry recycling materials”, as well as reducing the amount of food people waste. The targets in question, set out at page 313 of the Strategy, are described as an “expectation” on the part of the Mayor that waste authorities will “collectively” achieve a 50 per cent LACW recycling target by 2025 (our emphasis), with aspirational household waste recycling rates set for 2025 and 2030. Proposal 7.2.1.b consists in an expectation on the Mayor’s part that local authorities will develop reduction and recycling plans by 2020, “which should include local reduction and recycling targets that contribute to the Mayors’ London-wide targets”, where the explanatory text expressly states that “Reduction and recycling plans should reflect borough circumstances”.

- (2) *By contrast, your aim, in issuing the proposed Direction, is to secure the ongoing provision by Barnet of its previous Service in both the immediate and indefinite future, notwithstanding Barnet's own decision, taken in light of the Borough's circumstances, to cease providing the Service. Plainly, therefore, the direct effect of the proposed Direction, namely to require Barnet to undertake a review of the Service with a view to continuing its provision, would be more onerous than any of the requirements – or, more precisely policies and proposals – that are to be found in the Strategy itself. Those policies and proposals look to the future; and are inevitably aspirational. They also apply to London waste authorities collectively, and not to any individual authority. Accordingly, you have no power to issue a direction to the proposed effect under section 356(1) of the GLA Act, given that its imposition is with a view to requiring a particular waste collection authority, namely Barnet, to retain a particular Service, and to maintain a particular level of separate food waste collection now and in the future.*
- (3) *It also follows from the above consideration that the proposed Direction extends well beyond any step or steps that would require to be taken by Barnet in order to satisfy itself that it is acting in "general conformity" with the provisions of the Strategy dealing with municipal waste management, for the purposes of section 355(1) of the GLA Act. You lack the power to impose such a Direction, which seeks to compel Barnet to do something which it has no statutory or other obligation to do, for this further or alternative reason.*
- (4) *Again further or alternatively, the effect of the proposed Direction and/or of maintaining the existing Service would be to impose additional excessive costs on Barnet. As Barnet's Leader explained in his letter to you of 28th June 2018, complying with the outline direction set out in your letter of 27th June 2018 would result in additional excessive additional cost, as the Council has finalised the savings related to the Service change at £296,766 a year, in addition to other benefits. In the meantime, Barnet is continuing to incur additional excessive costs, having continued to provide the Service whilst this matter remains unresolved. We note that you have not served a direction on the other nine London Boroughs that we believe do not have a weekly separate food waste collection.*
- (5) *In connection with point (4) above, we note that Policy 7.1.2 of the Strategy is that the Mayor will seek to ensure that London is provided with, inter alia, additional funding to take faster action to help cut waste, increase recycling rates, and accelerate London's transition to a circular economy. Proposal 7.1.2.a is that the Mayor will work with the London Waste and Recycling Board ("LWARB") and London's Boroughs to secure the ongoing provision of funding for LWARD and for waste authorities. The explanatory text explains that "Unprecedented funding cuts to local authority budgets has stifled investment in waste and recycling collection services, as boroughs are forced to make savings", and that "Without a guarantee of further funding and fast action from Government, it will not be possible for London, or England, to meet statutory waste targets let alone accelerate to transition to a circular approach". There has been no suggestion by you that any external funding will be made available to off-set Barnet's costs associated with the ongoing provision of the Service. Given that your Strategy itself recognises that, absent such funding, it will not be possible for London to meet statutory targets (or, we would add, non-statutory aspirational ones) it is wholly unreasonable for you to seek to insist that Barnet provides the Service on an ongoing basis, at the expense of core Council services, in circumstances in which Barnet, like all local authorities in London (and England), is "forced to make savings" in the wake of "unprecedented funding cuts".*

In summary, having taken advice, for the above reasons, we are clearly advised that you do not possess the requisite power to make either the proposed Direction set out in your letter of 2nd August 2018, or any Direction which is imposed with the aim of requiring Barnet to continue to provide the Service. We therefore suggest you desist from making any such Direction. Should you issue a Direction, then, as we have previously said to you, we have no option but to challenge that decision. We will also seek our costs of delay and of any legal proceedings that might ensue upon the taking of such a decision.

Please note that we will be sending you separate letters dealing with the other points raised in your letter.

Please respond to this letter within 14 days by 5 p.m. on 22nd August 2018. For the avoidance of doubt, Barnet will continue to provide the Service until the end of this period, with a view to terminating it thereafter. I reiterate my expectation, as set out in my letter to you of 28th June, that the Council's costs incurred as a result of doing so will be reimbursed by your Office.

Yours sincerely

A handwritten signature in black ink, appearing to read "Richard Cornelius". The signature is written in a cursive style with a small dot above the first letter 'R'.

Cllr Richard Cornelius
Leader of the Council



London Borough
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date: 9th August 2018
our reference: RC/kl

Dear Mayor Khan

Further to and as foreshadowed in our letter of August 8th I would like to address your assertion in your letter of August 2nd that our decision in relation to the cessation of food waste was fundamentally flawed and unlawful.

As a result of your assertion we have asked our lawyers to review all matters around that decision including the paper presented to committee, public questions, officer correspondence and the transcript of the meeting. Following that review we do not believe you are correct.

Officers identified the issue, the potential conflict between our decision and your aspirational strategy paper.

Your Waste Strategy was published on Thursday 31st May after the Environment Committee papers were published on 25th May. The publication of the Strategy was only two working days before the Committee meeting on Tuesday 5th June.

Despite the very short time scales advice was sought and it was agreed the members would be briefed on the issue, the majority of members were briefed.

In any event all those voting in favour of the decision had been briefed, a clear majority of the committee, were aware of the Strategy, the issues of General Conformity and the potential conflict. I would also note that despite your assertion and the publicity around your intervention, the issue of lack of information at the meeting has only been raised by your letter in the more than two months since the meeting.

I say potential conflict as, as our lawyers have eloquently described in my earlier letter, the operational decision we were taking and your aspiration for 2025 have little to do with each other.

The resolution of the Committee was as follows:

Service Change 2 - Stop all separate household food waste collections that the Strategic Director for Environment investigate over the next few months methods for people that want to recycle household food waste taking into account any cost. It was requested that options be considered at the next meeting.

So it was not merely a matter of simply stopping the weekly food waste collections but officers have been asked to investigate other options.

However to avoid further wasted cost and another area of conflict we have decided that before the decision is implemented we will take a paper to a committee on the point so that the committee has the opportunity to reconsider the earlier decision putting the question beyond any doubt.

Yours sincerely

A handwritten signature in black ink, appearing to read 'Richard Cornelius', with a small dot above the first letter 'R'.

CLLr Richard Cornelius
Leader of the Council



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date: 9 August 2018
our reference: RC/kl/ 180809 mayorwaste

Dear Mayor Kahn,

Further to our letter of 8th August 2018, and as foreshadowed within it, I would like to address some of your technical assertions in relation to Barnet's decision on the cessation of separate food waste collections. As has been said in my letters previously and highlighted by my Officers in face to face discussion with your Officers, the decision to withdraw the separate food waste service is one based on financial requirements and not driven by recycling rate improvement. We note that in your most recent letter you did not fully address this. As is stated in the LES on page 305 "*Unprecedented funding cuts to local authority budgets has stifled investment in waste and recycling collection services, as boroughs are forced to make savings... Without a guarantee of further funding and fast action from government, it will not be possible for London, or England, to meet statutory waste targets*". Without a guarantee of further funding it will not be possible for Barnet to make a full contribution to the LES targets.

I have taken the points which we wish to address in the order that they are raised in your letter, and referenced to the attached marked copy of your letter (Appendix A).

Ref. 1. Despite the assertion that the information which was provided by Barnet on 12th July 2018 was "thoroughly reviewed" there are elements of your letter that are in contradiction to the information which we provided. There are also parts of your letter which pass comment on areas where information was not requested. We note that no additional questions were asked of Barnet during this consultation period or clarifications sought. This is despite Barnet Officers requesting on 26th July 2018 for an indication of when any additional/clarification questions would be asked.

Please note that Barnet does not recognise or use the term "*ground floor residents*", and as such does not know what definition is being used.

Ref. 2. The LES states that the targets which you wish to achieve are set from 2025: "*The Mayor expects waste authorities to collectively achieve a 50 per cent LACW recycling target by 2025 and aspire to achieve 45 per cent household waste recycling rate by 2025 [and] aspire to achieve 50 per cent household waste recycling rate by 2030*". It also states that by 2020 waste authorities need to demonstrate how they will meet the minimum level of service. By 2020 Barnet will demonstrate how it intends to contribute to meeting the collective 2025 targets.

Currently Barnet is contributing more than many boroughs to London's recycling rate, and believes that it will continue to do so. Our view is that it is highly unlikely that without a guarantee of further funding and lower performing boroughs increasing their recycling levels the Mayor's collective targets will be met. Further information on how the Mayor will hold individual boroughs responsible for a collective target would be welcome, as well as information on what Direction has been issued to those who are not contributing significantly at this time, including those that are not collecting food waste separately at all.

Ref. 3. The consultation for the LES closed on 17th November 2017, during the review of the consultation responses consideration of the published manifestos of the political parties could have been made, as the LES was published after the London local government elections on 3rd May 2018. Following the Local Government Election, Barnet are implementing the clear manifesto pledge from the Barnet Conservatives to keep weekly (black) bin collections. As such there has been a change of prioritisation since May. Since October when the Barnet response was considered, the financial position of the Council has deteriorated as was clearly set out in the information provided (see Appendix B). In 2017/18 Barnet's call on its revenue reserves was £21.2m.

Ref. 4. Barnet's Environment Committee papers were published on 25th May 2018, and produced in advance of that date. The LES was published on 31st May 2018. Our paper could not have included information from the LES at the time of publication.

The information which was sent to your Officers (see Appendix B) as part of the consultation clearly set out Barnet's future focus on increasing recycling performance by focusing on the area for the greatest potential improvement which was, maximising performance from kerbside dry recycling services, improving flats recycling and food waste reduction and waste prevention. No additional questions were asked or clarifications sought on this information.

How Barnet would reach the 50% reduction in food waste target in 12 years time (2030) was not a question which was asked by the Mayor or his Officers. We do not believe any London Borough or indeed the GLA has planned for this at the present stage. As yet we do not know if this is a London Target or LACW target. Indeed the London Environment Directors Network (LEDNET) has previously asked for information about how these targets are set and how they will be measured, but to date nothing has been shared with them. Barnet's representatives on the North London Waste Authority (NLWA) also posed similar questions when a presentation was made to NLWA, but no response was forthcoming then or since

Ref. 5. The Environment Committee's decision to withdraw separate food waste collections was not in contradiction to earlier reports but reflects the change over time and the deterioration in Barnet's financial position. The change in the financial position was clearly set out in information which was set to your Officers during the consultation period (see Appendix B).

Ref. 6. The reference to "ref2" should be "R2", being - *"Revised waste offer to increase recycling: The planned ending of central Government support for weekly refuse collection will necessitate a revised waste collection offer to residents that will need to focus on the delivery of challenging recycling targets. The Council collects residual waste, recyclables, and food waste from all households. The proposal is for a comprehensive and targeted communications and engagement campaign which aims to change resident behaviours and drive up recycling rates in order to*

reduce collection and disposal costs. This includes making it easier to recycle food waste and compulsory recycling of dry and food waste (enforced by fixed penalty notices); increasing recycling in flats by working with managing agents to identify the most suitable mix of containers and limiting the capacity for residual waste. The proposals will be supported by small scale pilot projects, incentive schemes and targeted communications projects. However, it may become necessary to go to alternate weekly collection if recycling rates continue to plateau and/or the savings identified are not realised". The savings from stopping separate food collection are over and above those required for 2019/20.

Ref. 7. Over a number of years Barnet's Environment Committee have reviewed many options regarding recycling and waste performance. Following the Local Government Election on 4th May 2018 Barnet are implementing the clear manifesto pledge from the Barnet Conservatives to keep weekly (black) bin collections. As such there has been a change of direction since May. No additional questions were asked or clarifications sought. The Environment Committee report clearly set out changes and savings associated with round reorganisation, which will be far more difficult to achieve if the separate food waste collections are not stopped. The Council understands where it spends and as such the quantum of savings which can be achieved.

Barnet has regular reviews of bin volumes and understands the issues and potential impact that this may have.

Ref. 8. Barnet agrees that the current separate food waste collection is under used by residents. This was set out in our Environment Committee report. Barnet provided information during the consultation on work which had been trialled following WRAP guidance to increase participation (See Appendix B). None of these options were successful to the level required to make them financially sustainable. No additional questions were asked or clarifications sought by your Officers on this information. It should be noted that even if our current service diverted 7000 tonnes a year to Anaerobic Digestion (AD) significant savings would be made from the cessation of separate the brown bin services.

Ref. 9. We do not agree that the Barnet Environment Committee report makes "assertion and assumptions that the current performance is incapable of being changed and/or improved". The report is focused around the financial savings which are needed to meet our current budget and are based on our expenditure data. As is set out above trials showed that interventions to improve performance of the separate food waste service did not prove to be sufficiently financially sustainable to enable them to be rolled out further.

Ref. 10. We also do not agree that we have treated the separate food waste service in total isolation. An invitation to review how the service worked in situ or to be talked through the service operation was extended to your Officers but was not taken up. No additional questions were asked or clarifications sought. We have full knowledge of our own services and how they interact with each other.

You mention ideas such share fleet and implying an element of shared services but no additional questions were asked or clarifications sought on this matter. A full options analysis on service delivery including shared services was presented to the committee in March 20 17 and can be found at

<https://barnet.moderngov.co.uk/documents/s38561/Street%20Scene%20Alternative%20Delivery%20Model%20Revised%20Outline%20Business%20Case%20OBC2.pdf>

Barnet has regular reviews of bin volumes and understands the issues and potential impact that this may have

- Ref. 11. Barnet does not believe that there are sunk capital implications as most vehicle will continue to be used for recycling. Indeed the cessation will prevent capital being spent on some replacement vehicles, and will reduce vehicle maintenance costs.
- Ref. 12. It should be noted that Barnet has not as yet set itself a household waste recycling target for 2020. Information about how Barnet will contribute to the Mayor's 2025 targets will be presented to future meeting of the Environment Committee as the LES evolves. As we have said the Barnet Environment Committee paper was published on 25th May 2018, and produced in advance of that date. The LES was published on 31st May 2018. Our paper could not have included information from the LES at that time
- Ref. 13. We disagree about your assertion that our report makes "significant environmental claims" regarding the cessation of the separate food waste collections. We instead highlight that energy recovery via Energy from Waste (EfW) is an acceptable outcome. Barnet has reviewed a number of studies which agree with our assertion. The conclusions of the main study¹, was that *"for well source separated and clean material fractions, material recycling generally leads to lower environmental impacts than incineration. For organic waste, however, the choice between incineration, composting and anaerobic digestion is not obvious"*. As we are aware landfilling is the worst option in almost all studies.

Barnet will continue to work to increase the dry recycling in our Borough to ensure that we make meaningful contributions to recycling rates in London. We look forward to working with the Mayor to maximise performance from our kerbside services, improving flat recycling and work on food waste reduction and waste prevention.

Yours sincerely



Cllr Richard Cornelius
Leader of the Council

¹ Evaluating waste incineration as treatment and energy recovery method from an environmental point of view. Mattias Olofsson, Johan Sundberg and Jenny Sahlin

MAYOR OF LONDON

Cllr Richard Cornelius
Leader of the Council
London Borough of Barnet
North London Business Park
Oakleigh Road South
London N11 1LP.

Date: 2 August 2018

Dear Cllr Cornelius,

London Environment Strategy – Withdrawal of Weekly Separate Food Waste Collection Service - Further consultation prior to the issuing of a potential Mayoral Direction concerning a Food Waste Service Review

This letter constitutes consultation with the Barnet London borough council ("Barnet"/ "the Council") as required by section 356(4) of the Greater London Authority Act 1999 ("GLA Act", as amended) that I am minded to give the Council a direction under section 356(1) of that Act.

Ref 1, Following my letter of 27 June 2018, and your reply of 28 June, you agreed to set aside a six-week period, within which further data and information that had been used to inform Barnet's decision-making processes would be provided to my officers, so as to better understand and assess the decision ("the Withdrawal Decision") made by your Environment Committee ("the Committee") at its meeting on the 5 June 2018 to withdraw the current weekly kerbside separate food waste collection ("the Food Waste Service"/ "Service") provided to all ground floor residents in your area. This information was provided to us on 12 July and has been thoroughly reviewed by my officers.

Ref 2, As I stated in that letter, the decision made by the Committee to withdraw the Service, stands in direct contradiction of specific provisions within my London Environment Strategy ("LES"/ "the Strategy") which require the Food Waste Service to be provided. This is set out at Proposal 7.2.1 (a) and supporting text (a copy of which is at **Appendix A**), and is the Strategy's "separate food waste recycling requirement". That requirement is a provision of the Strategy dealing with municipal waste management.

All waste authorities in London are under a legal duty to exercise their waste functions under Part II of the Environmental Protection Act 1990 (their "Part II Functions") in general conformity with the provisions of the Strategy dealing with municipal waste management ("the waste management provisions"): see section 355(1) of the GLA Act. The Council is a waste collection authority for the purposes of section 355(1). The waste management provisions and Barnet's Part II Functions include the collection and recycling of waste from residential properties.

MAYOR OF LONDON

Ref 3, The London Environment Strategy was published on 31 May 2018 and was in legal force on the date the Committee took the Withdrawal Decision. The Strategy's contents had been widely communicated and Barnet responded to the consultation draft of the LES¹, not specifically mentioning any issues or concerns about what is now Proposal 7.2.1 (a) (separate collection of food waste), and stating only that it already meets the minimum service requirement for the separate collection of food waste. No indication was given by the Council of any intention to withdraw the Food Waste Service.

The relevant report (Street Scene Operational Changes 2018-19: "the Report") to the 5 June Committee meeting includes the recommendation to withdraw the Food Waste Service (the "Service Change 2" referred to in the Report) in order to make an in-year (2018/19) financial saving of £300,000 per annum and £300,000 per annum thereafter.

Ref 4, The Report did not refer to the Strategy's separate food waste recycling requirement, nor to Barnet's statutory duty to perform its waste functions in general conformity with it. Neither did it mention or indicate how the Council proposed to offset or make-up the consequent reduction in recycled waste in order to meet the 50 per cent (by 2025) Local Authority Collected Waste (LACW) recycling target or its 50 per cent per head reduction in food waste target requirement by 2030.

Ref 5, The Relevant Decision by the Committee is directly contrary to the Strategy, published on 31 May 2018, which provided that waste authorities in London to provide weekly kerbside collection of food waste, by 2020 at the latest (Proposal 7.2.1 (a) and supporting text). It was fundamentally flawed and unlawful.

Following my officers' detailed review of the data and information submitted by the Council's officers on 12 July, I have concluded the following:

- Ref 5,
- Ref 7,
- Ref 8,
- 1) The Committee's decision to withdraw the Food Waste Service seems to contradict earlier analysis and decision making on its part. In the Committee's own report (the update to the Environment Section of the Council Medium Term Financial Plan (MTFP) for 2018 to 2020²), in the appendix, line ref 2, the report talks of seeking to enhance the Council's food waste offer and to drive its performance improvement along with dry recycling.
 - 2) The only options analysis undertaken by officers in the Report, and so considered by the Committee, was the comparison between maintaining the Food Waste Service and its total and immediate withdrawal. Whilst there are clearly a range of options that sit within these two, they were not explored in the Report or with the Committee at the meeting. For example, options might have included measures to enhance collected volumes of food waste, such as 'bin' volume of residual waste, round structures and logistics, or household education and promotion.
 - 3) From information provided by the Council, it is clear that, as the Service is currently operated, it performs poorly. As a consequence, it is not as cost effective as it might be (on a per tonne collected basis). Data provided by the Waste and Resources Action Programme (WRAP) on their separate weekly food waste collection trials found an average (UK) per household collection weight of 68kg per annum (when combined with weekly collection of residual waste, higher if fortnightly). On this basis, Barnet's food waste collection scheme should be looking to collect in the region of 7,000 tonnes per annum (68kg multiplied by 102,000 properties eligible to receive the service), rather than the 5,000 tonnes, and declining (estimated at 4,600

¹ The Draft LES was subject to public and stakeholder consultation between 11 August and 17 November 2017 and contained Proposal 7.2.1 (a).

² <https://barnet.moderngov.co.uk/documents/s43101/Appendix%20A%20Environment%20Committee>.

MAYOR OF LONDON

GLA Act 1999 powers

Under section 356(1) of the GLA Act, where I consider it necessary to do so for the purposes of the implementation of the Strategy's municipal waste management provisions, I may give to a waste collection authority in Greater London a direction requiring that authority to exercise a function in a manner specified in the direction. The functions in question are not limited to Part II Functions and may concern any relevant function of the authority. When a direction is given the authority concerned must comply with it: see section 356(5). The power to give a direction under section 356(1) may be exercised generally or specifically. I am required to consult with the authority concerned before giving any direction under that section: see section 356(4)(b). This letter fulfils that consultation requirement.

Considering the submitted evidence by the Council and my officers' subsequent analysis, I am minded to issue a direction under s 356(1) of the GLA Act ("the Direction") to undertake a Food Waste Service Review in the terms (or similar) set out in **Appendix B**, as being necessary for the reasons stated above.

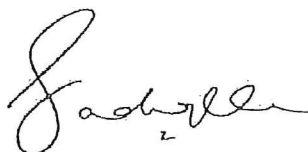
Conclusion

I genuinely hope you find my proposal for a Food Waste Service Review helpful as a way forward and that it will not be necessary to issue a statutory direction. While I appreciate that Barnet, like all local authorities across London, faces a challenging short, medium and long term financial environment, I am not convinced that its decision to withdraw its weekly separate kerbside food waste collection service has been made in full recognition of the wider choices available that could, potentially, save more money for the Council and its residents in the future.

The opportunity for the Council to engage with external experts in understanding how the waste collection and recycling services can be optimised is I feel a valuable one. It has the potential to furnish the authority with the full breadth and depth of options and choices that will enable it to implement measures to enhance the performance and cost effectiveness of its entire waste recycling and collection services and to lay the foundation for even higher recycling in the future.

I request you to formally respond to this letter, for the purposes of section 356(4)(b) of the GLA Act no later than **8 August 2018**. Given the need to scope the food waste service review, procure external support and deliver the review within four months, I consider a response by 8 August to be reasonable notice. Please provide confirmation of your agreement by signing a copy of this letter.

Yours sincerely,



Sadiq Khan
Mayor of London

MAYOR OF LONDON

tonnes currently) as at present. If Barnet could identify options for increasing volumes of collected food waste, the cost savings available on the disposal side could go some way to enhancing the cost effectiveness of the Service, as opposed to keeping the waste in the residual bin and incinerating it as proposed. It is not clear on the evidence presented that the Council has identified the best value solution.

- Ref. 9, 4) The background information and analysis provided in the Report to justify the recommendation to withdraw the Service makes the un-evidenced assertion and assumption that this current poor performance is incapable of being changed and/or improved.

From analysis it is clear that:

- Ref. 10, A. The Food Waste Service has been treated in almost total isolation of other waste collection and recycling services in the borough. Evidence from other authorities performing well on food waste recycling suggests that a more system wide perspective, incorporating the full range of resources and operations mobilised across dry recycling, residual collection and garden waste, offers the fullest range of options and choices (for example, the utilisation of staff resource across shared collection rounds, control of residual collection volumes via bin size or collection frequency, shared /modified fleet etc). These alternatives do not appear to have been presented to the Committee previously or put to Committee members in the report.
- Ref. 11, B. The financial case presented for the Service's withdrawal, does not adequately account for and deal with the issue of sunk capital investment. While this is understandable to the extent that the priority is to make in-year savings in revenue budgets, it does suggest a very short-term perspective, which ignores capital investment made to date and its ability to support cost effective service delivery in the medium to longer term. Given the Mayor's requirement that all waste authorities have separate weekly kerbside food waste collection in place by 2020, it appears highly unlikely that Barnet would be able to re-introduce the Service at a later date within the next 16 months. And, even if it did, it would represent an inefficient use of existing and productive capital infrastructure.
- Ref. 12, C. No detailed information is provided as to how, in the absence of the Service, and with a clear plateauing of Barnet's dry recycling performance, the Council would seek to sustain and drive further improvements towards its own recycling target of 50 per cent household waste by 2020 and contribute to the Mayor's London-wide Recycling target of 45 per cent household recycling by 2025 and 50 per cent by 2030 - let alone credibly and cost-effectively restore the Service by the backstop date of 2020 as required by the LES.
- Ref. 13, D. The Report makes significant environmental claims about the preferred option: withdraw separate food waste collection and leave food waste in black bin for onward incineration. It claims that the current onward processing of food waste by Anaerobic Digestion (AD) is equal in environmental terms to leaving food waste in the black bins for onward processing by incineration at Edmonton. Indeed, it goes further and suggests that given Edmonton is nearer than the AD plant in Hampshire, its incineration is environmentally preferable. No evidence for this claim is submitted beyond the referencing of the waste hierarchy. The Government's own advice on the waste hierarchy and indeed all research and evidence supports the separate collection of food waste and processing by AD as the most environmentally beneficial route for food waste. This is so even allowing for transport movements of the collected waste for processing.

Appendix B – Extract from information sent by Barnet during consultation

Information Requested:

- a) *“All specific or general cost and performance data prepared, considered or used by Council officers or members in their assessment of the ongoing financial and operational viability of the Brown Box Collection and the cost and performance of any comparators (e.g. leaving food waste in residual bins for onward processing at Edmonton EFW plant)*
- b) *Whether and what alternatives (if any) to cessation of the Brown Box Collection were prepared or considered including and specific analysis and options appraisal that sought to place the service’s withdrawal in the explicit context of ‘other choices’ that it could be assessed against and the extent to which a full range of cost savings options was considered.*
- c) *Any specific work undertaken to demonstrate the operational and performance impact(s) on the Council its recycling service and targets (and the targets in my LES) of the service’s withdrawal, and planned services enhancements (if any) that it can demonstrate the Council will continue to drive forward its performance and make a meaningful and proportionate contributions to the London wide targets in my LES*
- d) *The relevant report (Street Scene Operational Changes) to 5 June Environment Committee meeting makes significant claims of the preferred environmental performance of withdrawing the separate Brown Box Collections and requiring householders to leave their food waste in residual collections (black bin) for onward processing at the Energy from Waste plant at Edmonton. Please provide all relevant data and analysis that was prepared used or considered in making this assessment*
- e) *(Without prejudice to the above) all other information or other data/material that constitutes a “background paper” to the Street Scene Operational Changes report considered on 5 June 2018, within the meaning of s100D(5) of Local Government Act 1972 (as amended)*

#	Information Title and Details	Information location	Relevant Request
1	Policy and Resource Committee Reports	This paper provides an update on the council’s financial position and the process for updating the council’s Medium Term Financial Strategy (MTFS) to 2023/4, to ensure that future challenges are managed and opportunities realised. P&R Paper June 2018 P&R Paper July 2018	E
2	Environment Committee - Business Planning report. November 2017	The update to the Environment Section of the Council Medium Term Financial Plan (MTFP) for 2018 to 2020. Savings to be required from the Environment Committee are £4.7m in this period. Environment Committee Business Planning Report Savings Appendix - Business Planning Report	A, B, E
3	Environment Committee - Business	The update to the Environment Section of the Council Medium Term Financial Plan (MTFP) for 2017 to 2020. Savings to be required from the Environment Committee are £6.6m in this period.	A, B, E

	Planning report. November 2016	Environment Committee Business Planning Report Savings Appendix - Business Planning	
4	Environment Committee - Business Planning report November 2015	The update to the Environment Section of the Council Medium Term Financial Plan (MFTP) for 2016 to 2020. Savings to be required from the Environment Committee are £10.6m in this period. Environment Committee Business Planning Report Savings Appendix - Business Planning Report	A, B, E
5	Environment Committee - Business Planning report. November 2014	The Environment Committee agreed a five-year plan for achieving savings of £5.9m by 2019/20. This forms part of the MFTP for Barnet and is annual agreed through full Council once the Budget has been through a consultation process Environment Committee Business Planning Report Savings Appendix - Business Planning Report Appendix C - Commissioning Plan	A, B, E
6	Recycling and Waste Strategy	Recycling and Waste Strategy Summary 2016-2030 Recycling and Waste Strategy 2016-2013 Recycling and Waste Strategy Action Plan Data Set https://open.barnet.gov.uk/dataset/municipal-waste---recycling-strategy---resident https://open.barnet.gov.uk/dataset/municipal-waste---recycling-strategy---legislation-and-targets https://open.barnet.gov.uk/dataset/municipal-waste---recycling-strategy---market-dynamics https://open.barnet.gov.uk/dataset/municipal-waste---recycling-strategy---technology- https://open.barnet.gov.uk/dataset/municipal-waste---recycling-strategy---built-environment https://open.barnet.gov.uk/dataset/municipal-waste---recycling-strategy---demographic https://open.barnet.gov.uk/dataset/municipal-waste---recycling-strategy---economic-and-financial-outlook	C
7	Savings Make up	See Document A – Barnet Brown Bin Cessation Costing	A
8	Tonnage Information	See Document A – Barnet Brown Bin Cessation Costing https://open.barnet.gov.uk/dataset/tonnage-report---residual-and-recycling-waste-2017-18 https://open.barnet.gov.uk/dataset/tonnage-report---residual-and-recycling-waste-2016-17 https://open.barnet.gov.uk/dataset/tonnage-report---residual-and-recycling-waste-2015-16	C
9	Climate change impacts	No information Available	E
10	Food Waste expansion and increase participation work	See Document B – Food Waste Behaviour Change Project Report See Document C – Flats Food Waste Trial Report See Document D – Costing Food Waste from Flats Rollout	A, B, C, D, E
11	Additional Information	See page 3 onwards (below)	D, E

MAYOR OF LONDON

Cllr Richard Cornelius

London Borough of Barnet
North London Business Park
Oakleigh Road South
London, N11 1NP

Date: 21 August 2018

By e-mail: (cllr.r.cornelius@barnet.gov.uk)

Dear Cllr Cornelius,

Withdrawal of weekly kerbside Food Waste Collection Service

The Mayor has received from your office, three letters in connection with the above: one dated 8 August and two dated 9 August 2018. The first letter (1) dated the 8 August lays out a series of legal points on the potential issuing of a Mayoral direction in relation to the Mayor seeking a temporary cessation of your decision to withdraw the weekly kerbside food waste service (“the Service”) while a review of that service (and associated services) is undertaken. The second and third letters, both dated the 9 August, deal respectively with (2) matters of the sufficiency of your Environment Committee’s decision-making process on the matter and (3) a number of technical issues.

We are in the process of reviewing these letters and seeking additional advice on the issues they raise. We will respond in due course.

We note that your first letter (dated the 8 August) required a response by 22 August and threatened withdrawal of the Service after this date. The second letter (referred to at (2) above) contradicts this and states that it is your intention to give the Environment Committee the opportunity to reconsider its earlier decision before any withdrawal of the Service is implemented. We therefore take this as a commitment and undertaking to continue the current weekly kerbside food waste collection service to your residents and not to withdraw it before the Environment Committee has reconsidered the matter, at the very earliest. The Environment Committee’s published forward plan indicates 2 October 2018 as the next meeting date, with another meeting scheduled for 28 November. Please could you confirm which meeting it is intended that the Committee will consider the issue of the Service’s future.

We support your intention to refer the matter back to the Environment Committee. This represents an ideal opportunity to take up the Mayor’s offer of a food waste service review, provided free of charge through LWARB’s Resource London’s borough support programme. Given that the purpose of such a review would be to explore a wider range of options than previously considered, and which have the potential to indicate both savings and performance improvements, that could potentially allow the Service to be continued and also deliver savings as part of Barnet’s medium term financial plan. It has the potential to satisfy both parties. We again urge you to seriously consider this offer allowing us to work together in an attempt to find a workable solution that meets the requirement of my London Environment Strategy and the needs of your residents.

MAYOR OF LONDON

Without going into the detail of your first letter (8 August), we too have had the benefit of advice from Leading Counsel from the very start. This endorses the legality of the potential use of the Mayor's powers of direction in these particular circumstances. To do so would be entirely consistent with the 2007 *West London Waste Authority* case decision. The LES (2018) sets a minimum level of service: all properties with kerbside recycling collections are to receive a separate weekly food waste collection and that boroughs should demonstrate how they will meet that level of service by 2020 *at the latest*. That requirement is not aspirational and is a central part of the Strategy's municipal waste management provisions. A direction which upholds it is in line with the Strategy as read as a whole; it would not impose any obligations that goes beyond the statutory duty of general conformity. It would therefore be lawful.

As the Mayor has made clear in all correspondence to date, while he has the power to direct Barnet in this matter, he would prefer to seek a negotiated way forward that can carry the support of both parties. Contrary to your assertion, the Mayor is not seeking the continuation of the Service in its current form in perpetuity. For the avoidance of doubt, at this juncture, the Mayor is only seeking for Barnet to undertake an independently supported and validated review of the Council's food waste service and associated services that could potentially improve the service and secure financial savings, and that the service is continued while the review takes place. The Mayor reserves judgment until such time as such a review had been completed (supported and validated by a third party).

The Mayor does not believe that ending up in court, with its attendant costs and time delays is the best way forward for either party, - Barnet's residents or other Londoners (regardless of the outcome). A way forward has been offered that allows that scenario to be avoided.

In the meantime, we shall seek to respond to all three of your letters so that we have clarity on our respective positions on the matters raised.

Yours sincerely,



Shirley Rodrigues

Deputy Mayor, Environment and Energy

Shirley Rodrigues
Deputy Mayor for Environment and
Energy
City Hall
The Queen's Walk
London
SE1 2AA

John Hooton
Chief Executive
North London Business Park (NLBP)
Oakleigh Road South
London
N11 1NP

Date: 3 September 2018
Email: john.hooton@barnet.gov.uk

Dear Deputy Mayor Rodrigues,

RE: Cessation of Barnet separate food waste collections

As Councillor Cornelius is on holiday, I am responding on his behalf.
We note your letter dated 21st August 2018.

Significant time and financial pressure has already been placed on Barnet by the intervention of the Mayor of London in this matter. The time delay in stopping food waste collection now also has implications for the recycling and waste round reorganisation which was approved at the same committee as the separate food waste cessation. The round reorganisation depends on the resources released from food waste collection being available. The delay is also causing uncertainty for all our staff involved.

To mitigate all this Barnet Council have decided to bring forward the date of the next Environment Committee, to 13th September 2018. The Committee will be asked to consider its position on the cessation of the separate food waste collections in light of the intervention by the Mayor of London and the London Environment Strategy. The papers for this committee will be published by Thursday 6th September, and will include consultation data which was sent to the Mayor's office, this letter and the letters between Councillor Cornelius, the Mayor and yourself. The papers will be published at:

<https://barnet.moderngov.co.uk/ieListDocuments.aspx?CId=695&MId=9477&Ver=4>.

We do not intend to carry out the work you set out in your "Proposed Statutory direction" with LWARB. We have already carried out food waste studies on methods to improve separate food waste collection participation, and sent the results to you. The Council has also carried out work as a member of the North London Waste Authority to understand the financial savings for various collection methods. It should be noted that although it is claimed such work would be free of charge for Barnet this is not the case. In the proposed Direction under point 6 it is stated "*The Council will make available all the necessary resources (including staff and their time) to participate in and undertake the FWSR*". My officers are already fully deployed in carrying out both the business as usual roles of running a core front line service, as well as delivering the work of achieving the Medium Term Financial Plan

(MTFP) savings, and the other areas of work agreed by the Environment Committee particularly those agreed on 5th June. Making any resources available would result in additional staff being required or a delay in other savings plans. Neither of these options are affordable to Barnet.

We further wish to reiterate our view as expressed in the letter to the Mayor of 8th August 2018 that the Mayor lacks the power to impose any such requirement upon Barnet in line with that set out in the proposed Direction.

The delayed cessation of the separate food waste service, and the knock-on implications to the recycling and waste round reorganisation are currently predicted to incur additional costs of circa £265,000. We expect this money to be paid by the Mayor's Office.

Yours sincerely

A handwritten signature in black ink, appearing to read 'John Hooton', with a small comma to the right.

John Hooton
Chief Executive

	Full Year Costs	Monthly Cost	Planned Saving / Reduce overspend		Budget pressure delay						
			Months	£	1st October	5th November	3rd December	7th January	4th February	4th March	1st April
Area 12 - Recycling (crew)*	£ 120,204	£ 10,017	6	£ 60,102	£ -	£ 10,017	£ 20,034	£ 30,051	£ 40,068	£ 50,085	£ 60,102
Area 12 - Refuse (crew)*	£ 93,077	£ 7,756	6	£ 46,539	£ -	£ 7,756	£ 15,513	£ 23,269	£ 31,026	£ 38,782	£ 46,539
Area 12 - Recycling (vehicle Hire)*	£ 52,000	£ 4,333	6	£ 26,000	£ -	£ 4,333	£ 8,667	£ 13,000	£ 17,333	£ 21,667	£ 26,000
Area 12 - Refuse (Vehicle Hire)*	£ 52,000	£ 4,333	6	£ 26,000	£ -	£ 4,333	£ 8,667	£ 13,000	£ 17,333	£ 21,667	£ 26,000
Area 12 - Recycling (Fuel)	£ 8,000	£ 667	6	£ 4,000	£ -	£ 667	£ 1,333	£ 2,000	£ 2,667	£ 3,333	£ 4,000
Area 12 - Refuse (Fuel)*	£ 8,000	£ 667	6	£ 4,000	£ -	£ 667	£ 1,333	£ 2,000	£ 2,667	£ 3,333	£ 4,000
Area 12 - Refuse (Maintenance)*	£ 14,000	£ 1,167	6	£ 7,000	£ -	£ 1,167	£ 2,333	£ 3,500	£ 4,667	£ 5,833	£ 7,000
Area 12 - Refuse (Maintenance)*	£ 14,000	£ 1,167	6	£ 7,000	£ -	£ 1,167	£ 2,333	£ 3,500	£ 4,667	£ 5,833	£ 7,000
Food Waste Savings 2018-19	£ 543,448	£ 45,287	8	£ 362,299	£ 135,862	£ 181,149	£ 226,437	£ 271,724	£ 317,011	£ 362,299	£ 407,586
Round Reorganisation **	£ 529,207	£ 44,101	6	£ 264,604	£ -	£ 44,101	£ 88,201	£ 132,302	£ 176,402	£ 220,503	£ 264,604
Additional Cost Incurred	N/A	N/A	N/A	N/A	£ 10,000	£ 10,000	£ 10,000	£ 10,000	£ 10,000	£ 10,000	£ 10,000
	£ 1,433,936	£ 119,495		£ 807,543	£ 145,868	£ 265,364	£ 384,859	£ 504,355	£ 623,851	£ 743,346	£ 862,842

* The removal of the unfunded Area 12 round was planned for 1st October 2018

** Round Reorganisation planned for 1st October 2018

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Life cycle analysis of incineration compared to anaerobic digestion followed by composting for managing organic waste: the influence of system components for an Italian district

Francesco Di Maria · Caterina Micale

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Abstract

Purpose The benefits and environmental burden of two different strategies (incineration vs anaerobic digestion followed by composting) to manage the organic fraction of municipal solid waste were assessed. Particular attention was also focused on system components, including collection, treatment, facility construction, and disposal, as well as the effect of the energetic context. Source segregation intensities considered for the scenario with incineration and with anaerobic digestion followed by composting were respectively of 0 and 52 %.

Methods The analysis was performed by an LCA approach, and the impact was assessed by the CML method. The functional unit was a single ton of organic waste generated in the area considered. System boundaries were expanded to include the differences in waste collection and multi-functionality waste treatments. Existing databases were retrieved, also adopting experimental data for the waste management area considered.

Results and discussion Overall, the scenario with the highest rate of source segregation of organic waste, using anaerobic digestion followed by composting, gave a lower impact for human and terrestrial toxicity. Concerning the other impacts, incineration gave the maximum benefits. The impact of anaerobic digestion and composting arises mainly from energy consumption, greenhouse gas emissions (i.e., N_2O , VOC), and landfilling of residues. The sensitivity analysis performed by varying the energetic mix of the context confirmed the advantages of incineration of the organic fraction.

Conclusions Incineration of organic waste leads to maximum environmental benefits compared to anaerobic digestion and composting. Furthermore, anaerobic digestion and composting was characterized by high gaseous emissions with high greenhouse gas potential even if the production of organic fertilizer gave some benefits concerning the avoided exploitation of mineral resources. The impact due to the collection phase and facility construction was quite limited and in some cases negligible.

Keywords Aerobic treatment · Anaerobic digestion · Energy recovery · Incineration · Life cycle assessment · Organic fraction · Source segregate collection

1 Introduction

1.1 Background of the study

Among the different components of municipal solid waste (MSW), if not properly managed, the organic fraction (OF) is one of the most relevant, both in terms of quantity and of potential pollutant emissions (Di Maria et al. 2013a). Depending on the intensity of source segregation (SS) and on the features of the collection area, OF can represent from 15 up to 40 % *w/w* of the whole MSW generated (Buttol et al. 2007; Cherubini et al. 2009; Di Maria et al. 2013a; Di Maria and Micale 2013). The EU Landfill Directive of April 1999 (99/31/EC) imposes a mandatory stepwise reduction of the biodegradable fraction going directly to landfills of 25, 50, and 65 %, respectively, by 2006, 2009, and 2016. For this reason, specific strategies have been implemented to manage OF. Recovery strategies based on organic fertilizer production give environmental credits associated with avoided mineral fertilizers, but on the contrary, biogenic emissions and energy consumption create an environmental burden (Blengini 2008).

Responsible editor: Shabbir Gheewala

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Furthermore, the generation of high quality organic fertilizer requires the implementation of efficient SS of OF, increasing the cost and the impact of the collection activities (Di Maria and Micale 2013; Dogan and Duleyman 2003; Iriarte et al. 2009). Pre-processing the SSOF in an anaerobic digestion (AD) facility, before composting, for renewable energy generation is credited with avoided energy from fossil fuels, but is charged with materials for construction, maintenance, and emissions. Furthermore, the partial stabilization resulting from AD can also reduce the intensity and the length of the successive aerobic treatment. In analyzing different waste management options for the Peeloponnese region in Greece, Antonopoulos et al. (2013) found that AD leads to greater environmental benefits compared to composting. Valerio (2010) reported that the impact of biological treatments of SSOF, such as AD + composting AD + composting, can be reduced if the final compost is used in agriculture. Another possible solution for handling OF is by incineration. OF combustion leads to energy recovery and to a significant reduction in the amount of the biological reactivity of the resulting waste even if at higher cost compared to biostabilization and landfilling (Assamoi and Lawryshyn 2012). Renewable energy from OF incineration can be credited as an environmental gain, whereas plant construction, materials, fossil fuel, and chemicals consumed together with emissions are charged as an environmental burden. Furthermore, in this case, OF can be collected, commingled with other waste, reducing the impact of the collection activity.

1.2 Novelty and aim of the study

In spite of the large number of life cycle assessment (LCA) analyses performed in waste management, there are still many gray areas worthy of investigation. On the basis of more than 200 LCA studies, Laurent et al. (2014a, b) found that there is no definitive agreement as to which is the best waste treatment technology for organic waste. Excluding landfilling, there is great uncertainty between the options of AD + composting and incineration. In this study, using an existing Italian waste management area (Di Maria and Micale 2013), two different OF management strategies were investigated using a LCA approach. A management scenario based on incineration of OF was compared with one adopting AD + composting. The influence of the energy mix of the context considered was also investigated. The aim of the study was to provide administrators and operators useful information about the environmental impact of different options in managing organic waste and to contribute to the discussion as to which is the better solution for OF management.

2 Material and methods

The present LCA study was performed according to ISO 14040 (2006) methodology, also following the indications of the ILCD Handbook guidelines (EC 2010).

2.1 Goal, scope, and context

The environmental impact of the main activities involved in managing OF by incineration and AD + composting were compared. The analysis accounted for all the main steps of OF management were as follows: collection, treatment, and disposal. Data were retrieved from an existing Italian district with 24,000 inhabitants and a MSW generation of 36 tons/day (Di Maria and Micale 2013). Two SS intensities (0 and 52 %) were considered. For SS=0 %, the OF was collected comingled with other municipal waste. HDPE bins with a volume of 770 L were positioned along the roads of the collection routes of the 342 collection points (CP) (Table 1). Waste collection vehicles (WCV) of 18 m³ loading capacity were used for collecting the waste. The total daily distance driven and fuel consumption were, respectively, 193 km/day and 2.98 L/OF tonne. The OF collected was incinerated, and the slag was landfilled. The door-to-door scheme with bioplastic liners was adopted for OF collection for SS=52 %. In this case, the volumetric loading capacity of the WCV was 6 m³ and CP=1066. The total daily distance driven and WCV fuel consumption were, respectively, 208 km/day and 3.34 L/OF tonne. SSOF was processed in an AD + composting facility and residues were landfilled. In this case, incineration was not considered viable for the management of residual waste due to their limited amount generated in the considered district when SS=52 %. The scenario with SS=52 % was selected in accordance with the recycling goal of 50 % imposed by the latest EU Waste Framework Directive 2008/98/EC. The foreground of the system varied depending on the management scheme, whereas the background was not significantly influenced by the variation of the foreground. Due to the impossibility of obtaining a complete and specific data set for all the processes and activities included in the study, the inventory was built by retrieving data available from ecoinvent v2.2 (Hischier et al. 2010) and ELCD 2.0 (European Commission 2008). All life cycle strategies prior to the product becoming a waste were not considered assuming a simplification called “zero burden assumption” (Ekvall et al. 2007). System boundaries were expanded to include the different SS intensities and the multi-functionality of the treatments (i.e., system in expansion).

2.1.1 Functional unit

The functional unit (FU) chosen was 1 ton of OF generated in the area considered. Independent of the collection method and

Table 1 WCV, bin size, collection points (CP), daily distance, and fuel consumption per tonne of organic fraction collected for the two scenarios analyzed

SS (%)	Treatment	WCV (m ³)	Bin (L)	CP N°bins/liner	Distance (km/day)	Fuel consumption (L/tonne)
0	Incineration	18	770	342	193	2.98
52	AD + compost	6	Liners	1,066	208	3.34

SS intensity, the OF composition was assumed to be the same in both management schemes. Chemical characterization of the OF is reported in Table 2. These data represent the average values with respect to waste sampled in different periods of the year 2013. The FU is also the reference flow on which the analysis was performed.

2.1.2 Selection of environmental indicators

Environmental mid-point indicators were chosen using a top-down approach (Blengini et al. 2012) according to ISO (2006) recommendations (Table 3). In particular, they were as follows: global warming potential at 100 years (GWP₁₀₀), acidification potential (AP), eutrophication potential (EP), photochemical ozone creation potential (POCP), ozone layer depletion potential (OLDP), abiotic depletion potential (ADP), human toxicity potential (HTP), and terrestrial ecotoxicity potential (TEP). To provide an impression of the relative magnitude of the potential impacts and resource consumptions, the impact categories can be normalized using reference information. To compare the results of the present study with other studies reported in the literature, the CML (2001) method was assumed for impact characterization. In fact, even if CML was classified as not always completely in compliance for the determination of the impact categories (EC 2010), it is still the most adopted in previous

and recent LCA studies on waste management (Laurent et al. 2014b), in particular for contexts similar to the one analyzed in this work (Rigamonti et al. 2013). Normalization factors, represented by the world emissions related to the year 1995, were used.

2.1.3 Framework of the life cycle inventory modeling and system boundaries

Both incineration and AD + composting significantly transform the OF, generating other products and energy (i.e., multifunctionality). As far as this paper is concerned, the FU and the amount of waste entering the system were considered constant according to the life cycle inventory (LCI) framework. The background of the system (Fig. 1) is as follows: the OF, construction materials, operating and maintenance of facilities, fuel, and electrical energy. In particular, the Italian energetic mix was assumed both for electricity consumed and avoided. Italian electricity grids are connected to surrounding countries and about 13 % of the energy is imported. About 59 % is generated by thermo-electrical power plants fuelled, respectively, by natural gas, 39 % and coal, 20 %. Hydro generates about 12 %, whereas about 9 % is generated by wind and photovoltaic. Geothermal contributes about 1.6 %, the renewable fraction of waste is about 1 %, whereas biogas and biomass contribute, respectively, 1.3 and 1.6 % (TERNA

Table 2 Chemical characterization of the organic fraction (on dry basis)

Parameter	m.u.	Value	Parameter	m.u.	Value
Total organic carbon	g/kg	147	Humidity	% wet basis	60.6
N	g/kg	5.91	Vanadium	mg/kg	N.D.
Arsenic	mg/kg	N.D.	Nickel	mg/kg	N.D.
Mercury	mg/kg	N.D.	Zinc	mg/kg	30.5
Chromium VI	mg/kg	4.45	P	g/kg	7.91
Total copper	mg/kg	13.6	K	g/kg	5.23
Lead	mg/kg	11.7	Al	mg/kg	N.D.
Cadmium	mg/kg	<0.005	Mg	mg/kg	N.D.
Iron	mg/kg	N.D.	Si	mg/kg	N.D.
Boron	mg/kg	N.D.	S	mg/kg	N.D.
Fluorine	mg/kg	N.D.	Tin	mg/kg	N.D.
Selenium	mg/kg	N.D.			

N.D. below the limit of detection

Table 3 Environmental impact categories and normalization factors (CML 2001)

Impact category	Unit	Normalization factor (world 95)	Unit
Global warming potential (GWP ₁₀₀)	kgCO ₂ eq.	4.15E+ 13	kgCO ₂ eq./a
Acidification potential (AP)	kgSO ₂ eq.	3.22E+ 11	kgSO ₂ eq./a
Eutrophication potential (EP)	kgPO ₄ eq.	1.32E+ 11	kgPO ₄ eq.
Photochemical ozone creation potential (POCP)	kgC ₂ H ₂ eq.	9.69E+ 10	kgC ₂ H ₂ eq./a
Human toxicity potential (HTP)	kg1,4-DB eq.	5.71E+ 13	kg1,4-DB eq./a
Terrestrial ecotoxicity potential (TEP)	kg1,4-DB eq.	2.69E+ 11	kg1,4-DB eq./a
Abiotic depletion potential (ADP)	kgSb eq.	1.56E+ 11	kgSb eq./a
Ozone layer depletion potential (OLDP)	kgCFC-11 eq.	5.15E+ 8	kgCFC-11 eq./a

2013). In the case of SS=0 %, the OF was transported to the incineration facility (see Section 2.1.7). Slag generated during incineration was assumed to be disposed of by landfilling (see Section 2.1.6). At SS intensity of 52 %, the OF was first processed by AD (see Section 2.1.5). AD generated renewable energy and returned the OF as digestate, which was then mechanically separated into liquid and solid fractions. The solid fraction was processed aerobically to recover an organic fertilizer (Di Maria et al. 2013a), whereas the liquid fraction was processed in a waste water treatment plant (WWTP) because of the impossibility of using this type of liquid digestate as fertilizer in the area considered. On the basis of these management schemes, the foregrounds of the systems were as follows: electrical energy generated by incineration and AD, liquid, solid and gaseous emissions from incineration, AD, composting and WCV operating and maintenance, organic fertilizer.

2.1.4 Waste collection

LCI of bin production, maintenance, and substitution every 5 years were taken into consideration according to Rives et al. (2010), whereas liners were considered biodegradable and single use. Due to their negligible contribution to the impact

of the analyzed system, small size bins eventually used by citizens for the domestic storage of the liners containing the organic waste was disregarded. Fifty percent of the biodegradable liners were assumed to be polylactide and 50 % modified starch. Both LCI were retrieved from the ecoinvent database with respect to North American and Italian manufacturers. Similarly, on the basis of the respective size, WCV construction and maintenance was included, assuming an average life of 10 years (Table 4). LCI for WCV was retrieved from the ecoinvent v2.2 database (Hischier et al. 2010), reporting data from a German manufacturer.

2.1.5 AD followed by composting

AD was based on the dry process (Bolzonella et al. 2006), which is the most diffused technological solution for organic waste management (De Baere and Mattheeuws 2010). Based on a previous study on the dry AD of the OF arising from the same collection area, there was a net electrical energy production of about 220 kWh/OF tonne (Di Maria 2012) (Table 5). Except for that required by the digesters, no further recovery of the heat rejected by the co-generators was considered. Both CO₂ generated by the biological process and by bio-methane combustion were considered biogenic. Other relevant GHG

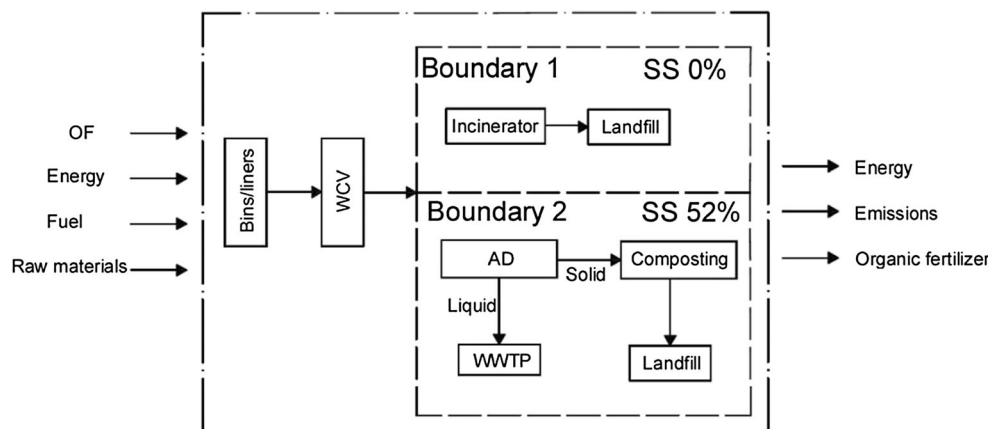
Fig. 1 System boundary

Table 4 LCI of bins and WCV including construction, operation and maintenance

	Bin			WCV (construction and maintenance)		
	Construction	Maintenance	Unit	18 m ³	6 m ³	Unit
Resource						
Electricity	–	2.90E-4	MJ/kg HDPE	0.04	0.12	MJ/OF tonne
Oil and diesel	0.9073	–	kg/kg HDPE	1.99	1.80	MJ/OF tonne
Lubricating oil	–	–	–	0.03	0.02	kg/OF tonne
Natural gas	0.7306	–	m ³ /kg HDPE	1.05	0.94	MJ/OF tonne
Coal	0.1039	–	kg/kg HDPE	–	–	–
Energy, hydropower	0.5832	–	MJ/kgHDPE	–	–	–
Energy biomass	0.3127	–	MJ/kg HDPE	–	–	–
Steel	–	–	–	0.15	0.14	kg/OF tonne
Metals	0.0002	–	kg/kg HDPE	0.11	0.10	kg/OF tonne
Other minerals	0.0007	–	kg/kg HDPE	–	–	–
Water	0.0323	6.09E-06	m ³ /kg HDPE	2.14E-03	1.93E-03	m ³ /OF tonne
(HDPE, Rubber)	–	–	–	0.057	0.051	kg/OF tonne
Emission air						
Particulates	6.4E-04	–	kg/kg HDPE	8.81E-06	7.95E-06	kg/OF tonne
CO fossil	1.2E-02	–	kg/kg HDPE	2.99E-05	2.70E-05	kg/OF tonne
CO ₂ fossil	1.6E+ 00	–	kg/kg HDPE	0.019	0.018	kg/OF tonne
CO ₂ biogenic	1.1E-02	–	kg/kg HDPE	–	–	–
SO ₂	4.1E-03	–	kg/kg HDPE	3.69E-06	3.33E-06	kg/OF tonne
NO _x	3.2E-03	–	kg/kg HDPE	1.85E-04	1.67E-04	kg/OF tonne
Emission water						
COD	1.90E-04	–	kg/kg HDPE	3.88E-06	3.50E-06	kg/OF tonne
BOD5	2.09E-05	–	kg/kg HDPE	3.88E-06	3.50E-06	kg/OF tonne
TOC	1.11E-05	–	kg/kg HDPE	1.70E-06	1.53E-06	kg/OF tonne

emissions generated during AD + composting were by N₂O and VOC. Management of the digestate discharged from the anaerobic digester requires preliminary mechanical separation into a liquid and solid fraction (Rico et al. 2011). In accordance with Bolzonella et al. (2006), the amount of liquid to be processed in the WWTP was assumed to be 0.45 m³/OF tonne. The solid fraction was composted to produce a high quality fertilizer. The liquid-solid separation process leads to a reduction from about 20 % to about 95 % of the amount of nutrients in the solid phase, depending on the digestate features and on the technology used in the separation process (Rico et al. 2011). In this study, the amount of nutrients recovered from the production of high quality fertilizer was assumed to be 23 % of that recovered by direct composting of the OF. As known, the biological gasification of the organic matter, and the curing and sieving treatments lead to a significant reduction of the OF mass during composting. This mass reduction can be greatly influenced by local situations, collection methods, and also by the technology used. For this reason, a mass balance was performed on the

composting facility operating in the district. For the period from 2006 to 2010, considering 1 tonne of OF at the plant inlet, 600 kg were process losses, 270 kg were process waste, and 130 kg were organic fertilizer. The amount of nutrients in a tonne of organic fertilizer were as follows: N=14.3 kg, K₂O=19.3 kg, and P₂O₅=6.74 kg (Table 5). Dry AD operates at 83 % humidity in the digester. This means that the fresh OF has to be diluted before entering the digester. Usually, a given amount of the liquid fraction of the digestate is used for this purpose. Assuming the same process waste as the composting facility, the AD + compost mass balance was as follows: biogas=0.15 tonne, liquid digestate to WWTP=0.45m³, recirculated liquid digestate=1.3 tonne, and fertilizer=0.13 tonne. In accordance with Blengini (2008), the application of compost as organic fertilizer to build up carbon was considered. Reconstitution of the carbon in the soil could prove to be a powerful sink for carbon sequestration. On the basis of the results reported by Linzner and Mostbauer (2005), an average carbon sequestration potential of 173 kg CO₂ equivalent per ton

Table 5 Mass balance and data for LCI of Composting and AD for 1 tonne of OF

Parameter	AD + compost	Unit	Reference
OF inlet	1	tonne	
Compost outlet	0.13	tonne	This study, Bolzonella et al. (2006)
Biogas	0.15	tonne	
To WWTP	0.45	m ³	
To disposal	0.27 ^a	tonne	
Energy	11.8 ^b ; 220 ^c	kWh/tonne	Hischier et al. (2010), Di Maria et al. (2013b)
Nutrients and organic C per tonne of organic fertilizer			
N	3.29	kg/tonne	This study, Rico et al. (2011)
K ₂ O	4.44	kg tonne	
P ₂ O ₅	1.55	kg tonne	
C org.	201	kg tonne	This study
Air emissions per inlet tonne			
N ₂ O	99.8	g/tonne	Hischier et al. (2010)
NH ₃	319	g/tonne	
H ₂ S	245	g/tonne	
VOC	853	g/tonne	

^a Landfill^b Consumed per tonne of fertilizer produced^c Generated per OF tonne

of mature compost was used. LCI of AD was retrieved from ecoinvent v2.2 (Hischier et al. 2010) with respect to dry AD facilities for OF operating in Switzerland from 2000 to 2006. Comparing the OF composition reported in the database with that of Table 1 and considering the technological level of these facilities, the model is consistent with aims of the present study. Adjustment was made for the electrical energy generation (Table 5). Construction and decommissioning, after a working period of 25 years, both of composting and of AD facilities were accounted for (Hischier et al. 2010). Similarly, the WWTP process was retrieved from the ecoinvent v2.2 reporting average data related to Swiss facilities of about 25,000 per capita equivalent. WWTP consisted of three treatment stages as mechanical and physical, biological, and chemical, also including sludge stabilization by anaerobic digestion. The database refers to the year 2000, but considering the level of technology achieved by these facilities and the average technology level of WWTP in the area considered, the model was considered consistent.

2.1.6 Incineration

The LCI of incineration was obtained by modifying the ecoinvent v2.2 database (Hischier et al. 2010), referring to grid incineration facilities operating in Switzerland. The model proposed concerns the combustion of OF. A typical technical configuration of Italian incineration facilities consists of a grid combustor followed by a post combustion chamber and the boiler. After the boiler, the combustion gasses enter the gas

cleaning system that consists of dry scrubbing, pre-dusting, the injection of activated carbon for micro-pollutant removal, a chemical reactor for acid gas removal, and fabric filters. Finally, the gas treatment system is equipped with a selective catalytic reactor for further NO_x removal (Turconi et al. 2011). Furthermore, due to climatic conditions and the possible location of the facility, only electrical energy generation was considered. On the basis of average values for similar incinerators currently operating in northern Italy (ISPRA 2013), the average net electrical efficiency, including internal consumptions, was determined (Table 6). Referring to the data reported in Table 1, both the lower heating value (LHV) (kJ/kg) and the amount of ash (kg/OF tonne) were evaluated according to Tillman (1991). Hence, the amount of net electrical energy recoverable was about 300 kWh/OF tonne, whereas fossil fuel consumption was of 14 MJ/OF tonne (Hischier et al. 2010). The chemical composition of the OF was compared with the one considered in the ecoinvent model. Also in this case, the chemical characterization of the OF was very similar to the one in the model, and for this reason, it was considered consistent with the scenario examined. Similarly, using the data in Turconi et al. (2011) and ISPRA (2013), the consistency of the technology with the ecoinvent model was analyzed. The combustion technology along with the boiler were practically equivalent. There were some differences in the gas cleaning system due to the presence of an electrostatic precipitator and a wet scrubber instead of dry scrubbing and pre-dusting. Finally, in both technologies, there was a selective catalytic reduction for NO_x removal. Emissions (Table 6) and reactant consumption were retrieved from Turconi et al.

Table 6 Specific data for the incineration process of the organic fraction

Parameter	Value	Unit	Reference
Solid output (Landfill)	29.5	kg/OF tonne	This study, Tillman (1991)
Energy	310	kWh/OF tonne	This study
Net electrical eff.	22	%	ISPRA (2013)
OF LHV	5,050	kJ/kg	This study, Tillman (1991)
Fossil fuel (natural gas)	14.0	MJ/OF tonne	Hischier et al. (2010)
NO _x	265	g/OF tonne	Turconi et al. (2011)
SO _x	2.7	g/OF tonne	
NH ₃	4.8	g/OF tonne	
HCl	12.7	g/OF tonne	
Dioxin	12.1	ngTEQ/OF v	
Other emissions	variable	variable	Hischier et al. (2010)

(2011) for Italian incinerators. Construction and decommissioning after an operating period of 40 years was also considered according to the ecoinvent v2.2 database.

2.1.7 Landfill

Energy recovery from landfill gas (LFG) was assumed only for the scenario with SS=52 % (i.e., AD + composting). Due to the reduction of the biological reactivity by AD + composting, the amount of gas generated and the consequent amount of energy recoverable was assumed, respectively, to be 25 Nm³/OF tonnen and 33.5 kWh/OF tonne (Di Maria et al. 2013a). This finding was obtained for the typical size of landfills operating in the area considered (i.e., about 1,000,000 m³) with an effective amount of LFG recoverable for energy generation of 50 %. The amount of LFG collected but not exploitable for energetic use, due to low rate and poor quality, was assumed to be flared (i.e., 6 %). The fraction oxidized by the cover soil was assumed 4 %, whereas 40 % of LFG was emitted in the atmosphere. Both CO₂ generated by the biological process occurring in the landfill and that generated by LFG oxidation were considered biogenic. Other data used for landfill LCI were retrieved from the ELCD 2.0 database (European Commission 2008). This database shows consistency in the amount of LFG generated and effectively exploited for energy recovery (i.e., 50 %), flare utilization, and the amount of methane oxidized by the top cover. The possible role that landfilling can have in contributing to carbon sink reconstitution was neglected. LCI for slag from incineration was assumed in accordance with that proposed by ecoinvent, developed for this purpose. The model concerns the disposal of inorganic waste with organic carbon below 5 % as typical values for incineration slag. Energy and material consumption for landfill construction and management were also accounted for.

2.2 Software used for modeling

The LCA model was implemented using SimaPro8 software (Prè Consultants 2013).

3 Results and discussion

3.1 LCA analysis

In general, with the exception of HTP, the management of a single ton of OF gave lower impact values for the scenario with a SS=0 % (Table 7). This is mainly a consequence of the larger amount of net renewable energy generated by incineration with respect to AD + composting (Tables 5 and 6). Furthermore, both AD + composting generate a non-negligible amount of GHG emissions as N₂O and VOC. Different results were obtained by Khoo et al. (2010) who analyzed several conversion options for food waste in Singapore. Findings show that incineration gave higher GWP and EP values with respect to AD + composting. AP and POCP gave the opposite trend. Similarly in analyzing management systems for biodegradable waste in the municipality of Uppsala (Sweden), Sonesson et al. (2000) found that incineration always gave higher GWP, AP, EP, and POCP values with respect to anaerobic digestion, even if in this case the composting phase was omitted. After analyzing more than 200 LCA studies of waste management, Laurent et al. (2014a, b) observed that there is no definitive agreement on which technology, incineration or AD, performs better for the OF of waste. Figure 2 shows the contribution of the single waste management activities and components falling within the expanded system boundaries to the total values of each impact category (TOTAL). The contribution from bins used during road collection (i.e., SS=0 %) was negligible and for this reason was omitted from the analysis. The other activities

Table 7 Values of the impact categories for managing the organic fraction with SS=0 % and SS=52 %

Impact category	Unit	%SS	
		0	52
Abiotic depletion potential (ADP)	kg Sb eq/tonne	-1.068	-0.431
Global warming potential (100) (GWP ₁₀₀)	kg CO ₂ eq/tonne	-122.9	180.9
Ozone layer depletion potential (OLDP)	kg CFC-11 eq/tonne	-6.55E-06	-3.08E-06
Human toxicity potential (HTP)	kg 1,4-DB eq/tonne	12.73	-12.86
Terrestrial ecotoxicity potential (TEP)	kg 1,4-DB eq/tonne	-0.049	-0.004
Photochemical ozone creation potential (POCP)	kg C ₂ H ₄ /tonne	-0.017	0.054
Acidification potential (AP)	kg SO ₂ eq/tonne	-0.380	0.170
Eutrophication potential (EP)	kg PO ₄ eq/tonne	0.031	0.630

and components considered were *Bags, Transport, AD + composting, Fertilizer, Carbon sink (Compost), Avoided energy, Incinerator, Landfill*. In agreement with Blengini (2008) and Di Maria and Micale (2014), transport contributed only marginally for all the impact categories (Fig. 2a–h) and the two SS intensity scenarios gave quite similar values. The larger amount of avoided energy by OF incineration instead of AD led to larger environmental benefits due to the energetic context considered and to the landfill emissions avoided (Fig. 2). For this reason, in the scenario with SS=0 %, the benefits due to avoided energy compensated largely for the environmental burden generated by the other components and activities for almost all of the impact categories. EP and HTP were exceptions (Fig. 2c, e). In these cases, the environmental burden due to gaseous emissions from the incineration process surpassed the gain due to avoided energy. These results are quite in line with the results reported by Khoo et al. (2010), in particular for EP. For the scenario with SS=52 %, gaseous emissions arising from the AD + composting process were relevant in the determination of AP, GWP, TEP, and POCP (Fig. 2b, d, g, h). In fact, environmental gain due to avoided energy, carbon sink, and avoided fertilizer were lower than the burden generated by process emissions. Bags gave a practically marginal burden for all the impact categories, where values were comparable with the AD + composting and transport emissions. Gas and liquid emissions from landfilling in the scenario with AD + composting were relevant for the determination of EP, GWP, and POCP (Fig. 2c, d, h). Referring to the evaluation of the impacts and resource conservation potential of composting in the Asti district (Italy), Blengini (2008) showed that both process and biogenic emissions from composting significantly affect the GWP, EP, POCP, and AP impact categories. The same author showed that bags used for OF collection had a positive impact but were relevant only in the determination of POCP and OLDP. Avoided mineral fertilizer played a detectable, but marginal role for impact category reduction in the scenario with SS=

52 % (Fig. 2a, b, d, h). Carbon sink due to compost use contributed about 20 % to the equivalent CO₂ emission reduction (Fig. 2d). Construction of facilities involved in the two scenarios affected the impact from 1 to 10 % depending on the specific category. All these results show that the critical activities influencing the environmental impact for both scenarios were the amount of renewable energy recoverable and the amount of emissions generated by the processes. In particular, the first aspect is a direct consequence of the Italian energetic mix exploiting a significant fraction of fossil fuels (i.e., about 60 %). For these reasons, a sensitivity analysis was performed adopting a different energetic mix than the Italian one as defined in Table 8 (see Section 3.2).

3.2 Sensitivity analysis

Table 8 reports the percentage of the different energy sources used for generating 1 kWh of electrical energy for Italy (TERNA 2013), Denmark (Energynet 2012), Greece, and Switzerland (Hischier et al. 2010) re-calculated, excluding the percentage of electricity imported. Each mix was chosen for its particular features. The Italian mix consists of about 70 % fossil fuels and about 30 % renewable; Denmark uses about 50 % fossil fuel and 50 % renewable; Greece exploits more than 85 % of fossil fuel, mainly coal, and about 10 %

Fig. 2 Contribution of different activities, components, and processes for the SS=0 % and SS=52 % scenarios to the life cycle impacts and resource recovery for 1 ton of organic fraction. **a** Abiotic depletion potential (ADP, kgSb_{eq}), **b** acidification potential (AP, kgSO_{4eq}), **c** eutrophication potential (EP, kgPO₄⁻), **d** global warming potential 100 years (GWP₁₀₀, kgCO_{2eq}), **e** human toxicity potential (HTP, kg1.4-DB_{eq}), **f** ozone layer depletion potential (OLDP, kgCFC-11_{eq}), and **g** terrestrial ecotoxicity potential (TEP, kg 1.4-DB_{eq}), photochemical ozone creation potential (POCP, kgC₂H_{4eq})

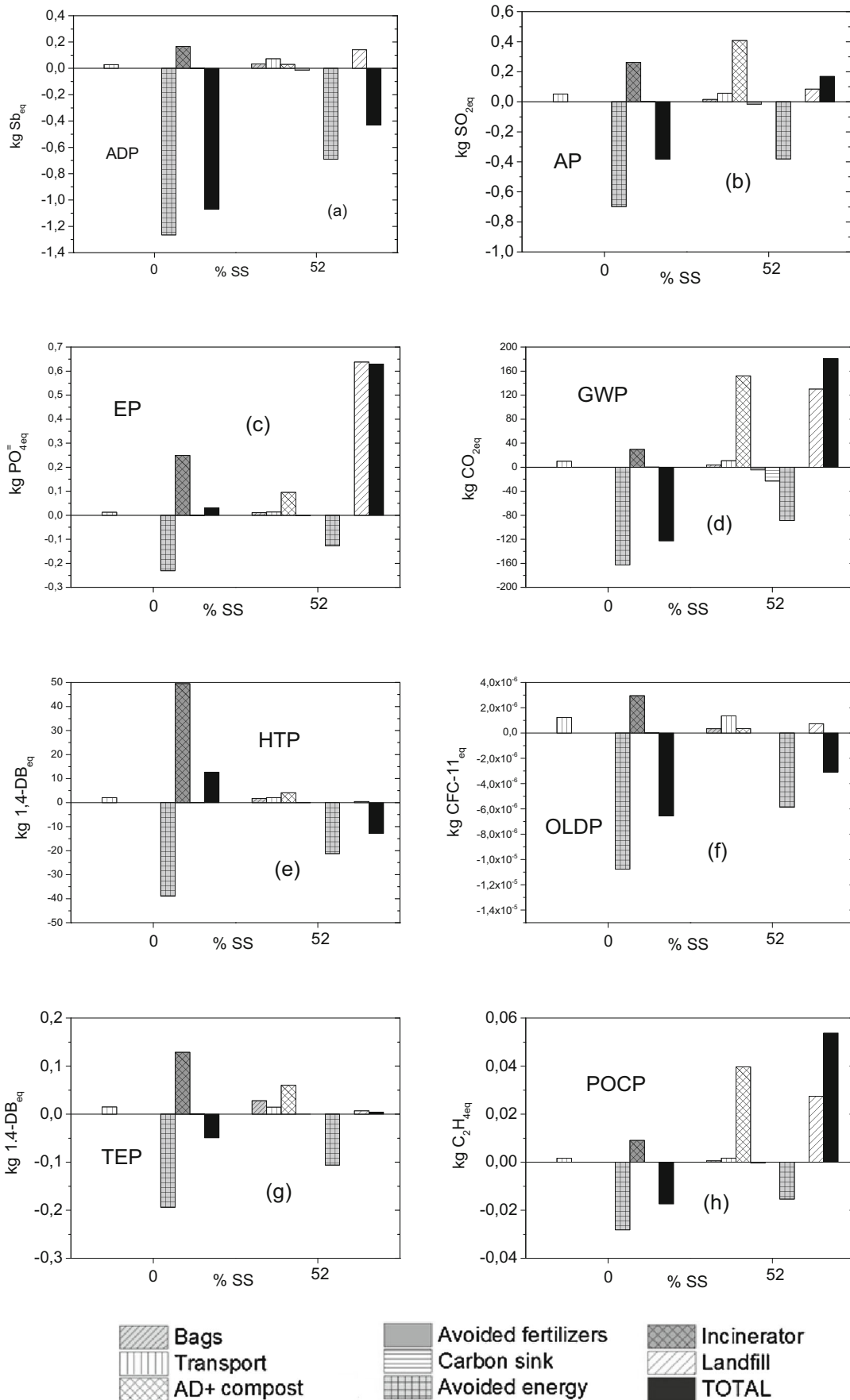
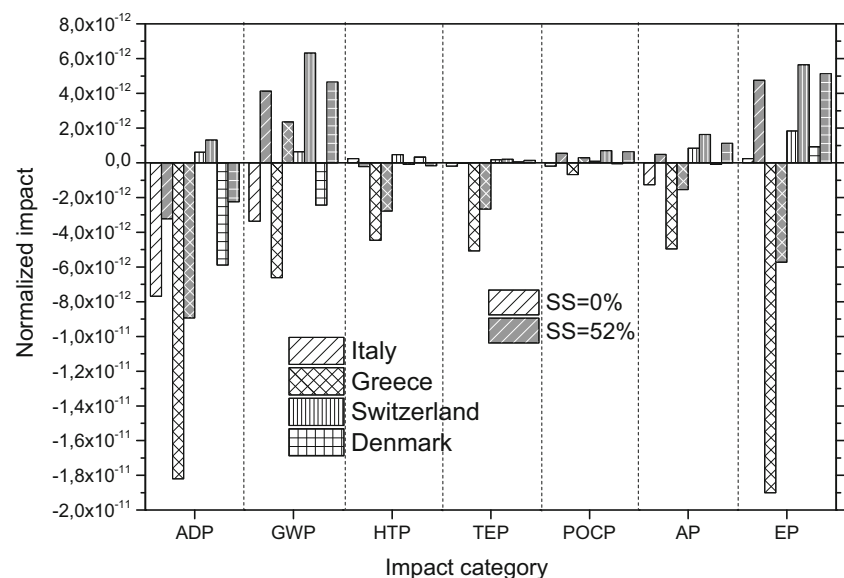


Table 8 Percentage of energy sources exploited for electrical energy generation without imports for Italy, Denmark, Greece, and Switzerland

Energy source	Italy (%)	Denmark	Greece	Switzerland
Non-renewable				
Natural gas and other gases	44.6	14.5	15.1	1.21
Coal and other solids	22.9	35.6	59.3	1.53
Oil	2.26	0.70	14.1	1.07
Nuclear	–	–	–	55.5
Hydropower (pump)	0.64	–	0.90	2.28
Renewable				
Hydropower	13.5	0.05	8.50	36.7
Wind	4.31	35.4	2.01	–
Photovoltaic	6.06	–	–	0.03
Geothermal	1.80	–	–	–
Biogas	1.49	1.27	0.20	0.21
Biomass	1.83	9.56	–	0.18
Waste	0.70	2.74	–	1.31
Reference	TERNA (2013)	Energynet (2012)	Hischier et al. (2010)	Hischier et al. (2010)

renewable; Switzerland generates more than 55 % of electrical energy from nuclear plants and more than 38 % is renewable. On the basis of these data, the consequent normalized (Table 2) impact categories were calculated for both SS intensities (Fig. 3). OLDLP assumed values from 100 to 10,000 times lower than those of the other impact categories and for this reason was not included in the figures. There were relevant benefits achievable for the scenario SS=0 % with the Greek mix. In fact, all the impact categories were negative. In the case of the Danish mix, the impact categories gave a trend similar to the Italian one, even if there were lower environmental gains and a higher burden. For the Swiss mix, the emissions related to the avoided energy due to incineration

were higher than those generated by the energetic mix for producing the same amount of energy. For the scenario with SS=52 %, there were benefits for the Greek mix, even if lower than those achieved for SS=0 %. This was in accordance with results reported by Antonopoulos et al. (2013). The lower amount of energy avoided per ton of OF and the emissions (i.e., N₂O and VOC) due to the AD + composting process led to positive values of GWP for all the energetic mixes. Generally, the lower was the fraction of renewable energy adopted in the mix considered, the higher were the environmental benefits and *vice versa*. In general, higher environmental benefits of the scenario with SS=0 % with respect to SS=52 % were confirmed for all the energetic mixes analyzed.

Fig. 3 Influence of the different energetic mixes (Table 8) on the impact categories for the scenarios SS=0 % and SS=52 %

4 Conclusions

Overall, the adoption of incineration for managing the organic fraction (OF) of municipal solid waste shows higher environmental gains compared to anaerobic digestion (AD) and composting, mainly due to the higher amount of energy recoverable. This was significantly influenced by the environmental gain due to the avoided emissions for energy production from the energetic mix composed largely of fossil fuels (i.e., Italy). Furthermore, the AD + composting scenario also generated biogenic emissions with a high global warming potential. Among resource conservation potential, avoided fossil fuel was predominant even if avoided mineral fertilizer and carbon sink showed a remarkable role in the reduction of some impact categories. Key findings were as follows: negligible contribution to the total impact of collection, incineration gave environmental gain, and disposal of residues in landfills contributed significantly to the environmental burden of the scenario with AD + composting. If incineration is not viable due to excessive costs, AD + composting is, in any case, recommended providing that residues are managed differently than landfilling.

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Evaluating waste incineration as treatment and energy recovery method from an environmental point of view

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Abstract

During the last two decades, several research groups as well as consultants have been analysing the environmental impacts of incineration in comparison to other waste treatment options. Methods and models for describing these systems have been developed. Systems studies on local, regional and national level have been performed using a wide range of different modelling approaches. The aim of this paper is to describe the environmental performance of incineration with energy recovery in Europe in comparison with other options for waste treatment/recovery. This includes identifying key factors that largely affect the outcome from environmental systems studies where such comparisons are made. The paper focuses on mixed solid waste and on waste fractions where there has been a lot of controversy whether the material should be recycled, incinerated or treated biologically (e.g. paper, plastics, compostable material). The paper is based on a meta-study, where the above research field is mapped out in order to gather relevant systems studies made on local, regional and national levels in Europe. By thoroughly examining these studies, conclusions are drawn regarding the environmental performance of incineration with energy recovery and regarding key factors affecting the environmental results.

1. Introduction

1.1 Background

The role of waste incineration in the waste and energy systems is controversial from an environmental point of view. Today there are many research groups, companies, organisations etc., which have an opinion on whether waste incineration is a correct solution for the combustible waste or not. During the last 20-30 years, several research groups as well as consultants have been analysing the environmental impacts of incineration in

comparison to other waste treatment options. Methods and models for describing these systems have been developed. System studies on local, regional and national level have been performed using a wide range of different modelling approaches. Results and suggestions of improvements have been presented. The most commonly used approach for the studies is LCA (Life Cycle Assessment) or LCA inspired techniques for describing the total environmental impact. However, there are also other types of approaches, e.g. cost-benefit analyses and use of systems engineering models.

Results from the system studies vary, although thoroughly done and considered objective. While many case studies indicate that incineration is an important option for reducing a number of pollutants and solving other goals (e.g. reducing the need for landfills), others show the opposite. There are obviously differences in the input to these studies (data, system boundaries, methods etc), which can explain the differences in the final results. Unfortunately, it is not an easy task to make these results transparent since they cover large technological systems such as

waste management systems, energy systems (both electricity and heat) and material recovery systems.

1.2 Aim and scope

The aim of this paper is to describe the environmental performance of incineration with energy recovery in Europe in comparison with other options for waste treatment/recovery. This includes identifying key factors that largely affect the outcome from environmental systems studies where such comparisons are made. The paper focuses on mixed solid waste and on waste fractions where there has been a lot of controversy whether the material should be recycled, incinerated or treated biologically (e.g. paper, plastics, compostable material).

The paper is based on a meta-study (Profu 2004), where the above described research field is mapped out in order to gather relevant systems studies made on local, regional and national levels in Europe (this is further described in Section 2).

The paper is limited to environmental impacts of waste incineration in comparison to other treatment options. The economic consequences of different options are outside the scope of the study.

Regarding waste-to-energy technologies, there are many possible concepts. In this paper, the focus is on waste incineration with energy recovery. The waste fractions are combusted in a grate or fluidised bed and the plants are specifically erected with the main purpose of treating the waste. Throughout this paper, all incineration is assumed to be conducted with energy recovery, i.e. incineration with no energy recovery where the sole purpose is destruction of the waste is not included.

2. Methodology

2.1 General

This paper is mainly based on a meta-study of earlier performed systems analyses of waste management (Profu 2004). In the systems analyses, incineration with energy recovery was at least one out of two or more options.

When performing the meta-study, it was essential to thoroughly map out the research field and the studies conducted. We did this through different approaches:

- As researchers and consultants, we have performed a large number of systems analyses of waste management. Beside the experiences and insights gained from the work, we have established extensive networks of both researchers and consultants worldwide, which we contacted for this work.

- We performed searches in databases for peer-reviewed papers and other relevant reports.
- We sent out an inquiry to members of various organisations, apart from CEWEP (Confederation of European Waste-to-Energy Plants), regarding relevant studies; FEAD (European Federation of waste management and Environmental Services), and ISWA (International Solid Waste Association). Furthermore, this inquiry was sent to the International Expert Group on Waste Management, the Joint Research Center Institute for Environment and Sustainability (IES) and participants of the

international workshops “Systems Engineering Models for Waste Management” (Gothenburg, 1998), “Workshop on System Studies of Integrated Solid Waste Management” (Stockholm, 2001) and “Integrated Waste Management & Life Cycle Assessment Workshop and Conference” (Prague, 2004). In total, approximately 150 persons active in the waste management field in Europe, as researchers, consultants or practitioners, received this inquiry.

The mapping encompassed roughly 70 studies, which we found relevant to consider for the meta-study. Sections 2.2 describe the further division of the studies.

2.2 Studies included in the analysis

Out of the around 70 studies, we chose 31 case studies for a brief examination based on their relevance for this meta-study:

- In all studies, waste incineration was evaluated from an environmental perspective as one of two or more options for treatment of mixed waste or certain waste fractions, e.g. packaging, paper or plastic waste.
- The studies picked ensured a good geographical coverage, thus capturing discrepancies between the conditions in different European countries.
- Furthermore, only studies published after 1995 were considered. The studies are listed in Appendix A.

Out of these 31, we selected 12 for a detailed examination (see Table 2.1).

Table 2.1 Case studies included for a detailed examination. The number refers to the number in Appendix A, where the full references are written.

Nr	Country/region	Name of the study
1	Austria	Comparison of ecological effects and costs of communal waste management systems
2	Austria	Stoffliche Verwertung von Nichtverpackungs-kunststoffabfällen. Kosten-Nutzen-Analyse von Maßnahmen auf dem Weg zur Realisierung einer umfassenden Stoffbewirtschaftung von Kunststoffabfällen (in German)
5	Denmark	Madavfall fra storkøkkener (Waste food from catering canters) (in Danish)
8	Europe (EU-15)	Waste management options and climate change. Final report to the European Commission
11	France	Analysis of technical and environmental parameters for waste-to-energy and recycling: household waste case study
13	Germany	Comparison of plastic packaging waste management options – Feedstock recycling versus energy recovery in Germany
14	Germany	Grundlagen für eine ökologisch und ökonomisch sinnvolle Verwertung von Verkaufsverpackungen (Bases for an ecologically and economically reasonable recycling of sales packaging) (In German)
18	Italy	The environmental performance of alternative solid waste management options: a life cycle assessment study
20	Italy	Life cycle assessment of a plastic packaging recycling system
23	Sweden	Hur skall hushållsavfallet tas omhand? Utvärdering av olika behandlingsmetoder. (How should the household waste be treated? Evaluation of various treatment methods.) (in Swedish)
25	Sweden	Life Cycle Assessment of Energy from Solid Waste – Part 1: General Methodology and Results
28	Switzerland	Ecology, which technologies perform best?

We used the following criteria for the selection:

- Transparency and data availability must be high
- The study must be financed by a “neutral” player such as the EU, governments and/or national environmental agencies or authorities. If not, the study must be peer-reviewed in order to be included.
- Geographical discrepancies, e.g. regarding the infrastructure for waste management and energy supply, must be covered.
- As many waste fractions as possible should be included. However, we have also included

studies only focusing of parts of the waste, e.g. packaging, food waste and paper.

- The number of environmental impact categories should be high. However, a few studies with only a limited amount of environmental impacts studied have also been included.

Beside the case studies, we also included a number of papers, reports etc, where general key factors affecting the choice between different waste treatment options were discussed. The majority of the studies are meta-studies, where the authors base their conclusions on overviews of earlier case studies. In Appendix B, we have listed these key factor studies.

3. Results and discussion

3.1 Brief examination

In the meta-study, we first completed a brief examination of 31 studies. When only making a brief examination of a systems analysis study, it is difficult to form conclusions on the importance of e.g. the quality of the input data, the system boundaries chosen and the modelling of different waste treatment options. For this, a detailed examination is necessary, which we have performed with 12 studies in Section 3.2. However, we have concluded some general observations based on the brief examination:




- On the choice of environmental impact categories, almost all studies included both Global Warming Potential (GWP) and energy use. This probably illustrates the importance of the enhanced greenhouse gas effect. Other impact categories that can be found in many studies are acidification and eutrophication and (to a lesser extent) toxicological impacts on nature and humans. Some studies have weighted the environmental impact into a total environmental cost or benefit that is also compared.
- The majority of the studies concentrates on separated fractions of the waste, e.g. food waste, paper, plastic, metals etc., but also studies including treatment of mixed waste (e.g. MSW) have been performed. Material recycling and biological treatment are normally compared to incineration for separated fractions. Very few studies examine how all parts of the mixed waste should be treated if incineration is replaced. This is mainly done for landfilling. Although material recycling and biological treatment could lead to lower impacts for the separated fractions, it is not obvious that the total environmental impact for

mixed waste would be lower than for incineration, if the fractions that cannot be recycled or treated biologically must be landfilled.

- Regarding the main conclusions of these studies, we made the observation that for well source-separated and clean material fractions, material recycling generally leads to lower environmental impacts than incineration. For organic waste, the choice between incineration, composting and anaerobic digestion is not obvious. Landfilling is the worst option in almost all studies.

3.2 Detailed examination

In this section, we summarised results regarding the environmental impacts of incineration with energy recovery in comparison with other treatment options. We limited the comparison to the impact categories GWP, acidification and eutrophication as these are covered by most studies¹. All studies do not include the same emissions in each impact category. This is marked in the tables below, as it has been defined in the studies. The results are summarised through colour-coded tables. The colours have the following meaning:

Colour	Meaning
	Incineration show lower emissions/lower environmental impact than the alternative treatment method
	The difference between incineration and the alternative treatment method is small
	Incineration show higher emissions/higher environmental impact than the alternative treatment method

¹ The meta-study (Profu 2004) also contains comparisons regarding photooxidants and toxicity. Other important evaluation criteria such as consumption of resources, required land space and costs are not considered.

By studying the dominating colour in each table, the idea is to give the reader an impression whether or not waste incineration is a better or worse treatment option than the alternative treatment option in each table. However, conclusions should be drawn with care, as each study includes specific assumptions and limitations that affect the environmental results.

Therefore, before moving on to the environmental results of specific studies, some comments on the uncertainties are necessary. In such comprehensive studies as the studies below, various types of uncertainties appear and have to be taken into consideration when evaluating the results and before drawing conclusions. Some of the most frequent uncertainties are: data gaps, uncertainties based on methodological issues, weighting uncertainties and uncertainties of the performance of new technologies.

In the case of gaps in input data, e.g. on the composition of the waste to be treated, the studies made assumptions based on other studies, earlier experiences or similar. Unless these assumptions had a key impact on the results, we did not consider the correctness of such assumptions, and thus we relied on them to be valid for the area in focus.

The uncertainties based on methodological issues were handled at an earlier stage of this study (see Section 2.2). Some studies use weighting methods in order to group the emissions with the same type of effect. This is the case when i.e. expressing total greenhouse gases as CO₂-equivalents etc. We did not study the used weighting

methods, since they were developed through extensive international research, and therefore we rely on how they have been used in the studies. Performance of new technologies is further commented in Section 3.3.

Incineration vs. material recycling of paper waste

In the comparison of the environmental effects of incineration with energy recovery and material recycling of various types of waste paper and cardboard, results are varying (see Table 3.1 below).

For **GWP** more studies showed an advantage for material recycling than incineration. The studies that show better performance for incineration with energy recovery than for recycling, comment that the avoided burdens due to the energy recovery are important as well as the energy efficiency of the incineration process. Energy production from natural gas, oil or coal is avoided in these studies when energy is recovered at incineration.

According to these studies, **acidification** is generally prevented when paper and cardboard is recycled instead of incinerated. This is mainly due to the prevention of emissions of SO_x and NO_x, when the production from virgin materials is prevented.

Regarding **eutrophication** the results show that recycling can be preferred. The study that shows the opposite (for newsprint paper only) does not include emissions of NO_x, which could explain this discrepancy.

Table 3.1 Incineration with energy recovery in comparison to material recycling.

Studies including separated fractions: paper, cardboard etc.

Ref	Waste fractions	Alternatives	GWP	Acidification	Eutrophication
1	Paper				-
11	Paper			a	-
14	Paper carton composites	Current technology ^b			c
		New technology ^d			c
	Carton for liquids				c
23	Paper packaging				
25	Newspaper			c	f
	Corrugated cardboard			c	f
	Mixed cardboard			e	f

a) SOx and NOx mainly, b) Current sorting/recycling technology (Status Quo), c) Terrestrial and aquatic, d) New automatic sorting technology (SORTEC), e) Excl SOx and NOx, f) Aquatic (excl NOx)

Incineration vs. material recycling of plastic waste

In the comparison of the environmental effects of incineration with energy recovery and material recycling of various types of waste plastics, results are also varying (see Table 3.2 below). Collection and separation of plastic waste are included in the evaluations.

GWP: Recycling of plastic is mainly preferred. One study shows the opposite in one scenario, due to the assumption that

the plastic recycled does not substitute virgin plastic production but wood.

Acidification: The results are not definite but may show that recycling is preferred. However, the results vary with the type of plastic compared, but also if SOx and NOx are included or not in the substances causing acidification.

Eutrophication: No definite conclusions can be drawn, except that it is important for the results if virgin plastic or wood is assumed to be avoided.

Table 3.2 Incineration with energy recovery in comparison to material recycling

Studies including separated fractions: plastics

Ref	Waste fractions	Alternatives	GWP	Acidification	Eutrophication
1	Plastics				-
2	Plastics (non-pack.)			-	-
11	Plastics			-	-
14	Plastic pack. (bulk)				a
					a
	Plastic packaging, small items	Current technology			a
		New technology			a
19	Plastics			-	-
23	Plastic packaging				
25	PE			b	c
	PP			b	c
	PS			b	c
	PET			b	c
	PVC			b	c
	Mix of the plastics	Wood palisades ^d		b	c

a) Terrestrial, b) Excl SOx and NOx, c) Aquatic (excl NOx), d) Palisades made of recycled, mixed plastics are assumed to replace palisades made from impregnated wood.

Incineration vs. anaerobic digestion

For **GWP** it is difficult to say which option is to be preferred when comparing incineration with anaerobic digestion.

Anaerobic digestion (see Table 3.3 below) could or could not be preferred, depending on various factors; i.e. if the fuel is used for district heating (dh), electricity (el) or refined to a transportation fuel, or whether biomass or oil is assumed to be the alternative fuel for the alternative production of district heat. In both cases, where oil is the alternative for district heat production instead of biomass, incineration is favoured. If natural gas is the alternative

source for district heating, the difference is small between the treatment options.

Regarding **acidification** and **eutrophication**, anaerobic digestion is likely the best alternative according to the results of these studies. The difference is small, though, if the gas from the anaerobic digestion is used as a fuel for transportation instead of for district heating and electricity. It should also be noted that in study 23 and 25, the energy recovery from incineration does only generate district heating and no electricity. In study 5, both electricity and district heating are generated from incineration.

Table 3.3 Incineration with energy recovery in comparison to anaerobic digestion
Studies including biodegradable waste fractions

Ref	Waste fractions	Alternatives	GWP	Acidification	Eutrophication
5	Food waste	El + dh ^a			
23	Easily biodegradable	Fuel ^b , biomass			
		Fuel, oil ^c			
	Easily biodegradable	El + dh, biomass			
		El + dh, oil			
25	Food waste	El + dh, biomass ^d		e	f
		Fuel, natural gas ^g		e	f

a) Biogas is used for production of electricity and district heat, b) Biogas is upgraded to vehicle fuel, c) In the base scenario, biomass is the alternative fuel for district heat production. Here, oil is the alternative, d) Waste incineration produces district heat and biomass is saved in the base scenario. Gas from the anaerobic digestion is used in a combined heat and power plant (CHP). The heat and electricity is assumed to substitute the fuels biomass and coal condensing power, respectively, e) Excl SOx/NOx, f) Aquatic (excl NOx), g) Natural gas is assumed to be the avoided heat source for district heating.

Incineration vs. composting

Compared to composting (see Table 3.4 below), incineration shows better results regarding **GWP**. This is not the case, however, if biomass is the alternative fuel for heat production as in the base case of study 25.

Incineration is to be preferred regarding the **acidification** potential compared to composting.

In the case of the potential for **eutrophication** the studies show different results.

Table 3.4 Incineration with energy recovery in comparison to composting
Studies including biodegradable waste fractions

Ref	Waste fractions	Alternatives	GWP	Acidification	Eutrophication
5	Food waste				
23	Easily biodegrad.				
25	Food waste	Biomass for dh		a	b
		Natural gas for dh ^c		a	b

a) Excl SOx / NOx, b) Aquatic (excl NOx), c) In the base scenario, biomass is the alternative fuel for district heating. Here, natural gas is the alternative.

Incineration vs. landfilling

For mixed waste (see Table 3.5), all categories (GWP, acidification,

eutrophication) are better for incineration than landfilling.

Table 3.5 Incineration with energy recovery in comparison to landfilling
Studies including mixed waste

Ref	Waste fractions	Alternatives	GWP	Acidification	Eutrophication
18	Rest waste				-
23	MSW				
28	MSW	Mechanical-biol. ^a			
		Landfilling			

a) Mechanical-biological pre-treatment does in this case consist of a iron scrap recovery, separation of high-calorific value waste for incineration and biological treatment of the rest waste followed by landfilling.

For separated waste fractions, however, landfilling can show better results than incineration with energy recovery (Profu 2004). From the studies regarding plastics (Profu 2004), it is not possible to say which treatment option is the best regarding GWP. The cases with negative outcome for incineration are due to the time perspective used for landfilling. In the short term, the GWP is lower for landfilling than for incineration, as only a small fraction of the plastic is assumed to be degraded (see also Section 3.3).

Regarding treatment of paper and cardboard (Profu 2004), negative results for incineration compared to landfilling in the GWP category are also due to the time perspective considered. In the short term, if the landfill is considered as a carbon sink, the GWP is lower for landfilling than for incineration, as a fraction of the paper (constituted of hemicellulose, cellulose and lignin) is only partly degraded. In the short term, there are no GHG-emissions from the landfilling from this non-degraded fraction, and emissions are thus avoided in comparison to incineration where this fraction is oxidised into CO₂ (see also Section 3.3).

3.3 Key factors

In this section, we present identified key factors that can change the environmental ranking (for one or more emissions/impacts) between incineration and the other treatment/recovery methods.

This section starts with key factors that are of general importance, i.e. that are important for all treatment methods. Then we continue with incineration and the other treatment/recovery methods that were compared to incineration in Section 3.2. The key factors have been identified mainly by using two sources: a) the systems analyses in Section 3.2, and b) so called key factor studies (as listed in Appendix B).

General key factors

The following key factors, we found to be of general importance for the environmental ranking of treatment methods:

- Time perspective
- Technology development
- Local conditions
- Alternative electricity and heat generation
- Renewable energy supply in Europe
- Waste transports by passenger car

The **time perspective** is fundamental for the modelling of the processes in the waste management system as well as for the assumptions/modelling of surrounding systems (e.g. the energy system or the material production system) that are affecting the results. Furthermore, the time perspective can also affect the choice of data in LCAs. The choice of time perspective might affect what technologies

are available. On a short term, only existing facilities are available, which can lead to certain technologies being omitted due to lack of capacity.

The choice of time perspective is also an underlying factor behind assumptions made for **technology development**. These assumptions, based e.g. on promising results from pilot plants, can crucially improve the efficiency of the technologies both regarding emissions and the quality and amount of the end products. In Christiani et al (2001) for example, the new sorting technology for light-weight packaging in Germany, meant an improved result for material recycling compared to the technology used at the time of the study (1998). For some of the environmental impacts evaluated, this changed the ranking between material recycling and incineration (see study 14, Tables 3.1 and 3.2 in Section 3.2).

The **local conditions** strongly affect the environmental value of different treatment options. For example, if there is no market/demand for compost due to strong requirements on a low level of heavy metals in fertilizers, composting is not a viable option. In the case of incineration, the existence of a district heating system enables a higher energy recovery compared to the case where only electricity production is possible. Furthermore, the local conditions can also decisively influence the importance of different environmental parameters. For example, for some regions acidification might be of larger relevance than eutrophication and vice versa. This can change the overall environmental ranking between different options.

The choice of **alternative electricity and heat generation** has a large impact on the results where energy is either recovered directly (e.g. waste incineration) or

indirectly² (material recycling), but also generally for the all treatment options where electricity and heat are consumed. The assumptions in the studies range from use of fossil fuels (predominantly coal or natural gas) to renewable fuels (solid biofuels or wind). In between these options, national or EU averages both for electricity and heat production have been used. The choice depends on the time perspective and on the local conditions. For example, if the study is change-orientated, marginal data should be used instead of average data, thus reflecting the effects of the change. The local conditions are more important for the alternative heat generation, which unlike electricity cannot be transmitted over large distances. For example, in the case of district heating, mainly fossil fuels are used in Germany, while in Sweden a large share of the district heat production is based on biofuels.

Considering the goals of the Kyoto protocol and its implications on waste management, **the renewable energy supply in Europe** is also a relevant key factor. In Section 3.2, only the systems analyses made for Sweden assume that the alternative heat production can come from solid biofuels. For the other countries, fossil fuels are generally assumed both for electricity and heat production. In long term studies, it is relevant to evaluate whether fossil fuels or renewable fuels (predominantly biofuels) will be the alternative heat production. For example, could the Kyoto targets stimulate a development of domestic resources of biofuels in Europe?

Finally, in principle all evaluated systems studies have shown that the large-scale collection and transportation of waste by truck is of less environmental importance

² At the material recycling, energy is consumed. But the material recycling replaces virgin production, leading to energy savings. The net is normally an energy reduction.

than the choice of treatment option. However, there is one type of transport that can change the ranking of different treatment options. Due to the low fuel efficiency, **waste transports by passenger car** mean large emissions per tonne of waste transported, if the sole purpose of the transport is to deliver the waste (and not do other errands such as shopping etc, to which the emissions could be allocated). In some studies, an assumed increase in waste transports by passenger car has been very negative for the environmental performance of material recycling and incineration.

Key factors for incineration

Besides the general key factors above, we have found the following key factors to be of relevance for incineration:

- Emission level
- Energy recovery
- Time perspective and fate of landfilled residue

The **emission level** is mainly dependent on the waste incinerated, the waste incineration technology and the flue-gas treatment. The Waste Incineration Directive means harder restrictions on emissions from incineration throughout the whole EU. The directive regulates a large amount of different emissions, and will lead to better environmental performance, when fully implemented and followed. The more efficiently the process works, the less are the environmental impacts from regulated as well as unregulated emissions.

Another key factor for incineration is the efficiency of the **energy recovery**, i.e. the amount of energy in the waste that can be transformed into useful energy such as electricity, steam for industrial purposes or heat for residential heating. When electricity is produced, the energy efficiency ranges between 20 and 30 %. However, if it is possible to produce district heat, the energy efficiency can

amount to around 90 %³ (based on LHV, excluding district heating distribution losses). This fact, in combination with the local conditions regarding alternative electricity and heat generation, has a large impact on the environmental performance of waste incineration.

Waste incineration generates slag and flue-gas cleaning residues. While the former can be sorted and reused to a large extent, the latter normally needs to be landfilled due to a high level of substances such as heavy metals, dioxins etc. When modelling incineration, it is essential to include the direct and future impacts of this landfilled residue. **The time perspective and fate of the landfilled residue** can differ from study to study. The longer the time perspective, the larger the amount of substances leaching out of the landfill into the environment. Some studies assume an infinite perspective where all substances leach out to the environment (e.g. Finnveden et al 2005), while other only include the emissions during a “surveyable” time of around one century (Sundqvist et al 2002)⁴. Hellweg et al (2003) comment that the time perspective is important when analysing the performance of normal versus newer incineration technologies. In the short-time perspective, the newer incineration technologies with recovery of heavy metals from the slag are not credited for their prevention of emissions that would have appeared from the landfill in the long run. Furthermore, it is also important to assess how sensitive the recipient of the leachate is. The evaluation of the sensitivity of the recipient is seldom done. Instead, emissions are added together without

³ However, the exergy value of electricity is higher than heat, which means that electricity is a more “valuable” energy form than heat. To make them equal, one has to consider the effort of producing them with alternative methods.

⁴ See also below where key factors for landfilling are discussed.

consideration of background levels and recipient buffer capacity.

It should also be considered that several operators of WtE plants, e.g. from Austria, Switzerland, The Netherlands and Germany bring their residues to salt mines which could be considered as an environmentally sound storage on the long term as no aftercare is considered necessary due to the final exclusion from the biosphere. Sometimes the residues are used as filler and thus replace natural resources, which otherwise would have been used to refill the salt mine.

Key factors for material recycling

For material recycling, we have found the following key factors to be of importance when compared to incineration:

- Market/demand for recycled material
- Substitution factor
- Energy consumption and emissions at material production from virgin and from recycled materials
- Fate of saved biomass in the forest (paper and cardboard recycling)

Ideally, the recycled material can replace virgin material for the same product. Even though there is a **market/demand for the recycled material**, due to qualitative reasons some of the recycled material cannot be used, leading to a lower **substitution factor**. In effect, more recycled material must then be used to replace a certain amount of virgin material. Furthermore, if there is an international market for collection and sales of recyclables, as for instance for paper, increased collection in one place might partially lead to decreased collection in another place (see e.g. Ekvall 1999 and Olofsson 2004). The virgin production would thus only be partially affected, and the net effect would be; increased recycling in one place leads to a combination of replaced virgin production

and increased alternative treatment in another place.

Due to high quality standards, the recycled material might not meet the demands of the market, and thus the material might be “down-cycled”, replacing virgin material to some other products (e.g. recycled plastics in plastics palisades replacing wooden palisades).

The choice above has large impacts since it decides what alternative production from virgin materials is avoided. The net benefit of material recycling is also dependent on what **the energy consumption and the emissions are from the production from recycled and virgin material respectively**. The larger the reduction of energy consumption and emissions through recycling, the better the environmental performance of material recycling compared to incineration.

For paper and cardboard recycling specifically, it is also relevant to note the **fate of saved biomass in the forest**. When these waste fractions are recycled, virgin production of paper and cardboard can be replaced, thus leading to a lower consumption of biomass in the forest. The fate of this saved biomass can be different: it can be left in the forest, it can be cut down and used for other material production, or it can be used for energy production, thus replacing alternative electricity and/or heat generation. Depending on the choice made, the environmental performance of material recycling in comparison to incineration is clearly affected (see e.g. Ekvall 1999 and Finnveden et al 2005).

Key factors for biological treatment (anaerobic digestion, composting)

For biological treatment, we have found the following key factors to be of importance when compared to incineration:

- Emission level
- Market/demand for digestion residue/compost
- Topsoil value of digestion residue/compost

Compared to incineration, the **emission level** for biological treatment facilities is less regulated, and there is thus a larger probability for variations throughout Europe compared to incineration. Today, the processing and the spreading of the rest products on farmland lead to methane and nitrogen emissions (as N_2O and NH_3). These emissions contribute negatively on the environmental performance.

Analogous to material recycling, the environmental performance of biological treatment is dependent on a **market/demand for digestion residue/compost**. Only when there is a demand from the farmers to use the products is it possible to close the loop for recycling of the nutrients in the waste, leading to replacement of other fertilizer production. When there is no market/demand, the digestion residue/compost must be used for other purposes (e.g. land reclamation or as a top layer when old landfills are covered), where the environmental benefits are much smaller.

Normally the digestion residue/compost is credited after its content of phosphorous and nitrogen and sometimes for the content of potassium. The emissions for industrial production of the same amount of these fertilisers are thus deducted from the overall emission. However, in southern Europe there are examples of soils where the topsoil layer is very thin. For these conditions, it might be relevant to attribute a **topsoil value of digestion residue/compost**, since they contribute to thicken the topsoil layer. Sundqvist et al (2002) shows through a simplified example that the energy balance would be significantly improved for anaerobic

digestion compared to incineration, if it was assumed that the use of digestion residue would replace peat as soil improver.

Key factors for landfilling

For landfilling, we have found the following key factors to be of importance when compared to incineration:

- The modelling of the landfill (time frame)
- Mechanical-biological pre-treatment
- Carbon sink

Compared to other treatment methods, landfilling is harder to model since the emissions are occurring over a long time period. For example, while CO_2 is emitted directly from incineration, methane from landfilling is mainly emitted during 40-80 years. The task of measuring the emissions is also much harder. One of the specific interests in the **modelling of landfills is the time frame chosen**. This decides how much of the environmentally harming substances will leave the landfill as gas or with the leachate water. There is no general international agreement on how to choose the time frame when modelling landfills. Some modellers use a practical time frame which might range from a couple of decades up to around a century. Others use a so-called surveyable time period. This is the period until the landfill has reached a pseudo steady state, a time period corresponding to approximately one century. As a "worst case" some modellers also use a hypothetical infinite time period, where a complete degradation and spreading of all landfilled material is assumed (Moberg et al 2005). As an example, if only degradation during a century is accounted for, only a small fraction of the plastics are degraded. The major part remains in the landfill unaffected. From a GWP perspective, this makes landfilling of plastics a better option than incineration. However, if a

hypothetical infinite time period is chosen, all plastics in the landfill is degraded and emitted as CO₂, thus making incineration the better option as energy is recovered at incineration.

Another key factor for landfilling is if there is **mechanical-biological pre-treatment**. This clearly reduces the possible future emissions from the landfill, e.g. the methane formation is significantly reduced. In Hellweg et al (2003) the mechanical-biological pre-treatment improves the performance of landfilling, but not as much as the ranking between the alternative treatment options is changed.

Finally, another key factor is whether the landfill can be regarded as a **carbon sink**. This is of relevance for the landfilling of renewable material, e.g. paper, wood etc. During a surveyable time period, the cellulose, hemicellulose and lignin in these waste fractions are only partly degraded. The rest of the carbon is thus “stored” in the landfill. In comparison to incineration, where the carbon directly is oxidised to CO₂, this means that CO₂-emissions are avoided during the surveyable time. This could change the order between landfilling and incineration from a GWP perspective. Of course, it is important to stress that this way of modelling emissions contributing to GWP, is only valid when a surveyable time period or shorter is evaluated. For a longer time period, the cellulose, hemicellulose and lignin will degrade into CH₄ and CO₂, thus leading to higher GWP for landfilling than incineration.

4. Conclusions

Based on the findings in the meta-study, we have come to the following conclusions regarding the environmental performance of incineration with energy recovery in comparison to other treatment/recovery methods in Europe:

- Landfilling is the main treatment option in Europe. It is also clearly the worst environmental option according to the system studies.
- Material recycling, waste incineration and biological treatment are *complementary* options that all need to be expanded in order to replace landfilling.
- To reach the best environmental results for material recycling and biological treatment of organic combustible material, waste incineration is necessary for treating residues arising during pre-treatment and processing at the material recycling facilities and the biological treatment plants.
- Due to different local conditions and opportunities for development, the distribution of waste being treated by material recycling, waste incineration and biological treatment must be allowed to vary.
- Regional differences will lead to different distributions being optimal for different regions in Europe.

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Environment Committee 13th September 2018

Appendix M – Options for recycling food waste in the home

The council has reviewed the range of available alternative options for managing food waste including good practice among other local authorities. The practicable options for Barnet residents that want to recycle and reduce household food waste post cessation of the food waste collection service are set out below:

Home Composting

The Council has promoted home composting options for a number of year for all household types both prior to the implementation of and alongside the food waste collection service. The council will increase its promotion of home composting options following the cessation of the separate food collection service, including through its website and via social media.

The Council works with getcomposting.com to make home composting units, wormeries and bokashi bins available to residents at significantly reduced rates. Residents are able to order a range of products as well as access a library of useful information to support and embed home composting efforts.

Composting Bins:

These are suitable for households with outside space to compost both food and garden waste into a nutrient rich food for gardens and greenspaces. There are a range of options accessible to all budgets.



Wormeries:

Wormeries are sealed bins which house a colony of tiger worms that naturally convert your food waste into concentrated liquid plant food and rich organic compost. They are ideal for flats or properties with small or no gardens, and are suitable for indoors or outside use. T



Bokashi Bins:

Bokashi bins are suitable for all property types, including flats without any outdoor space, allowing food and organics to be composted in a sealed container.

Bokashi is a dry mixture of bran and molasses infused with beneficial micro-organisms that suppress pathogens and stop your waste from putrefying or emitting foul odours.



Community Composting

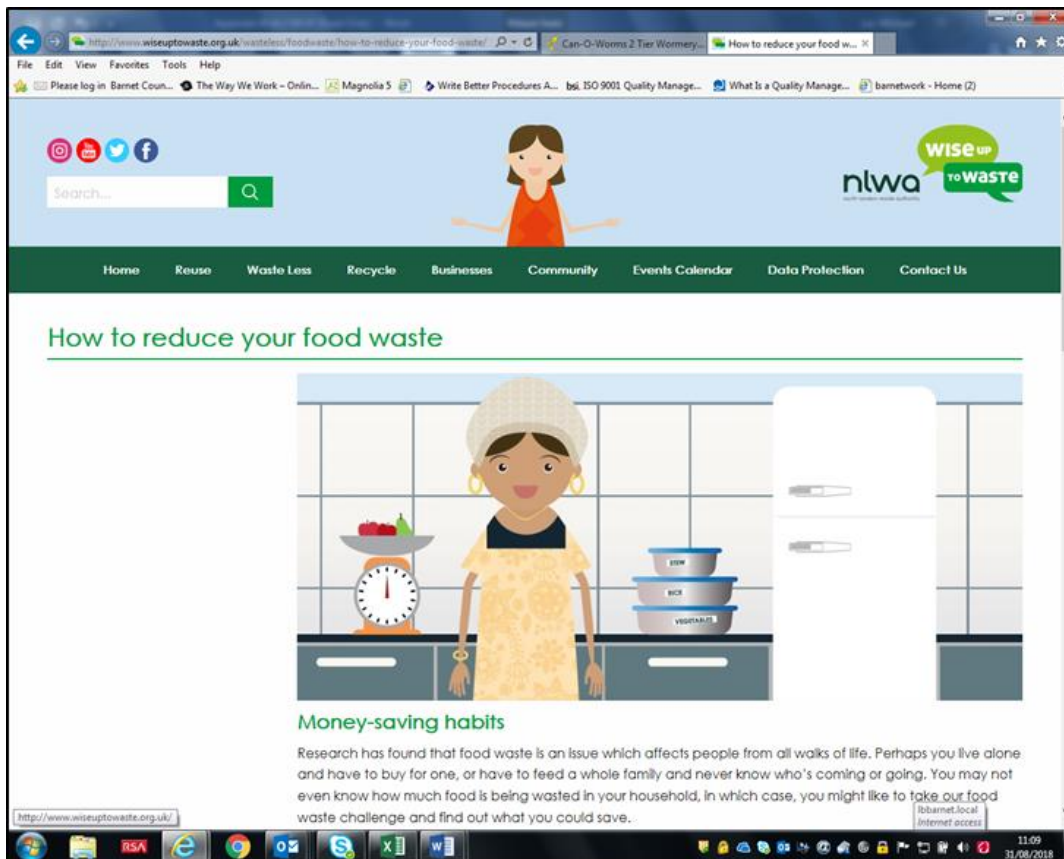
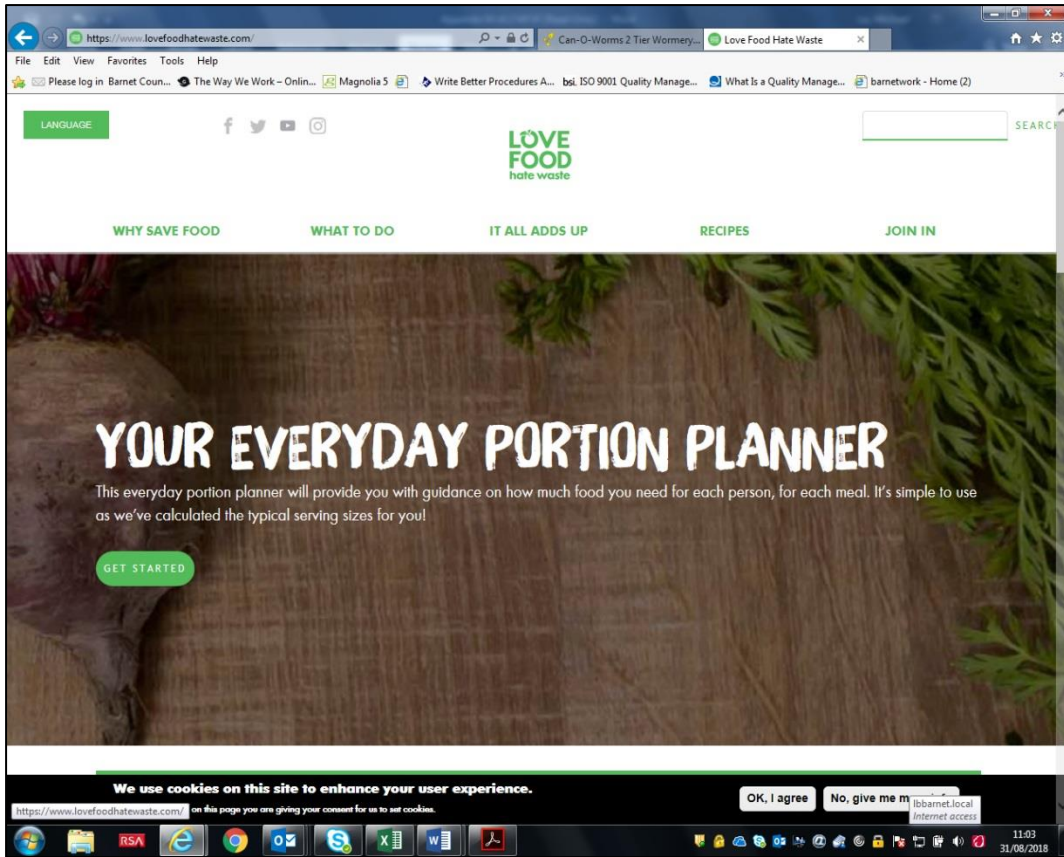
Community composting options and the approaches taken by other London Boroughs have been investigated. This could be a viable option for specific organisations or groups as opposed to an option that would be widely accessible to large numbers of households.

Information will be provided on community composting on request to schools and community groups and support in terms of advice and signposting will be provided to help establish these.

Food Waste Reduction and Waste Prevention

Barnet Council, in line with the waste hierarchy, supports the prevention of waste arising and has delivered both borough specific initiatives, regional initiatives with fellow North London Waste Authority (NLWA) boroughs and supported national Waste and Resources Action Programme (WRAP) led campaigns aimed at reducing waste. This work will continue, specifically targeted at reducing food waste.

Barnet Council is a partner in the NLWA 'Wise up to Waste' www.wiseuptowaste.org.uk initiative which actively promotes simple and effective ways of reducing food waste and saving money through practical 'waste less food, save more money' advice targeted at North London residents. The Council also promotes the national WRAP led campaigns 'Love Food Hate Waste' www.lovefoodhatewaste.com. This campaign is recognised within the waste sector as having been successful in bringing food waste into mainstream focus, creating a trend of households reducing their food waste for both financial and environmental benefits. Images of the campaigning websites are shown below.



Barnet Council's website is undergoing a refresh. The new website will go live in November 2018. Webpages will be reordered with waste prevention, food waste reduction and home composting information prioritised. Once live the new website and relevant weblinks will be publicised widely to residents.

In addition, we will utilise multiple social media platforms to promote alternatives to separate food waste collection and reduction in food waste.

	<p>Environment Committee</p> <p>13 September 2018</p>
<p>Title</p>	<p>Recycling and Waste Strategy 2016 to 2030 - Update on progress</p>
<p>Report of</p>	<p>Chairman of Environment Committee</p>
<p>Wards</p>	<p>All</p>
<p>Status</p>	<p>Public</p>
<p>Urgent</p>	<p>No</p>
<p>Key</p>	<p>No</p>
<p>Enclosures</p>	<p>Appendix A – Action Plan 2016 to 2020 Progress, September 2018 Update Appendix B – draft Household Recycling and Waste Policies, September 2018 Appendix C – Risk Table for Recycling and Waste Strategy 2016 to 2030 and Action Plan, September 2018 Appendix D – Equalities Impact Assessment for draft Household Recycling and Waste Policies Appendix E – Missed Bin Data 2018/19 and 2017/18</p>
<p>Officer Contact Details</p>	<p>Nicola Cross – Strategic Lead, Clean and Green Nicola.cross@barnet.gov.uk 020 8359 7404</p>

Summary

The Council agreed the Recycling and Waste Strategy 2016 to 2030 and its action plan at the meeting of the Environment Committee on 12 May 2016, and subsequently noted progress at the meeting of the Environment Committee on 13 July 2017.

The report provides:

- a summary of the progress towards the goals of the waste strategy.
- an update on the implementation of the Action Plan 2016 to 2020.
- a set of draft Household Recycling and Waste Policies for agreement.

Officers Recommendations

1. That the Environment Committee considers the report and notes the progress towards the goals of the waste strategy, and the action plan 2016 to 2020.
2. That the Environment Committee agrees the draft Household Recycling and Waste Policies, set out at Appendix B, and agrees with their implementation as soon as reasonably practical.

1. WHY THIS REPORT IS NEEDED

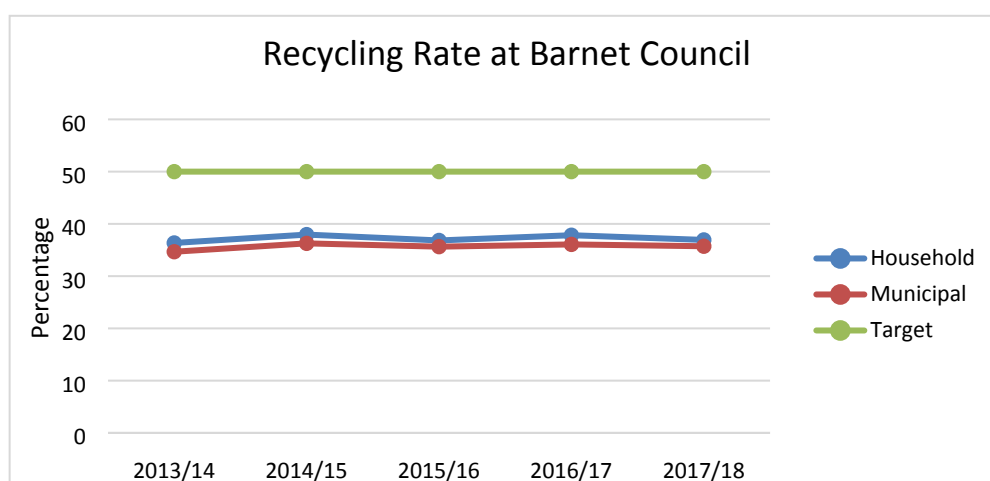
1.1 At the meeting of the Environment Committee on 12 May 2016 the Recycling and Waste Strategy 2016 to 2030 was agreed, along with the accompanying action plans which cover the time periods 2016 to 2020, 2020 to 2025, and 2025 to 2030. The overarching goal of the strategy is to recycle 50% of municipal waste by 2020. There are four aims which support this:

- Provide services that help our rapidly growing community to manage its environmental impact
- Manage the rising cost of waste collection and disposal by designing services that promote recycling and reuse and are integrated, intuitive and efficient
- Encourage all Barnet's residents, businesses and visitors to take responsibility for the waste that they produce, using enforcement where necessary
- Embrace new technologies and ways of working that help us deliver services that respond better to the needs of our community.

1.2 The four themes of the recycling and waste strategy are: responsible citizens, growing Barnet, well designed services and embrace new technologies.

1.3 Progress on the Recycling and Waste Strategy

1.4 The progress towards the achievement of the 50% municipal recycling target by 2020 is shown below, along with the household recycling rate:



- 1.5 This graph shows that although progress has been made towards the 50% target a significant step change will be required to achieve the 50% target for either municipal or household waste.
- 1.6 Service Changes agreed at the meeting of the Environment Committee on 5 June 2018
- 1.7 At the meeting of the Environment Committee in June 2018 Street Scene operational decisions were made, the key decisions and their relationship to the recycling and waste strategy are:
- 1.8 Service change 3 – Removal of recycling bring sites. The Recycling and Waste Strategy, on page 21, described how a review of the bring bank service had started and consideration would be given to removing or relocation sites. The decision to remove this service will have a negligible impact on the achievement of the recycling target in the strategy.
- 1.9 The committee was also asked to consider a decision on stopping all separate household food waste collections. However, due to correspondence with the Mayor of London, this decision will be reconsidered by the committee. A separate report on the cessation of separate food waste collections can be found within the pack for the Environment Committee meeting on 13 September 2018. The graph below shows the tonnages collected between April 2014 and March 2018.



- 1.10 It was recommended that the separate food waste service ceases to enable the Council to focus on providing a high quality blue bin recycling service with high participation rates, and improved service resilience. It will also aid the service in being able to operate within its budget and the Medium Term Financial Plan commitments. This service change, if agreed, will have a negative impact on the achievement of the recycling target in the strategy. However focus will move from the food waste service to the flats recycling service, which could improve the recycling rate at flats from 9% to 27%, which will have a positive impact on the achievement of the recycling target in the strategy.

- 1.11 Manifesto commitment that weekly collections will be maintained and that the proposed Alternate Weekly Collection will not be introduced. The Recycling and Waste Strategy, is not specific on how services should be provided in the future, however it acknowledges that more recycling can be done and that we will “review the residual waste capacity that is provided to encourage residents to reduce waste and recycle more”. A future report to a meeting of the Environment Committee will look at ways of reducing residual waste bin capacity whilst maintaining a weekly collection of residual waste, such changes would make a positive contribution to the achievement of the recycling target in the strategy.
- 1.12 Four new measures will be introduced relating to waste reduction that will allow the progress in our efforts to reduce residual waste and the associated costs to be clearly monitored. It will also be possible to compare ourselves to other local authorities. The measures will be reported annually as part of the Recycling and Waste Strategy annual review, and they are:
- Kilograms of household residual waste per household per annum
 - Kilograms of household residual waste per head per annum
 - Kilograms of all household waste per household per annum
 - Kilograms of all household waste per head per annum.
- 1.13 A new indicator will also be introduced to track reported missed collections i.e blue wheeled bins, black wheeled bins etc. This will give an indication of service delivery and enable the council to benchmark against other authorities from time to time. The data for April 2017 to August 2018 can be seen at Appendix E.
- Missed bins per 100,000 collections scheduled.
- 1.14 Progress on the Action Plan 2016 to 2020, September 2018
- 1.15 Appendix A shows the progress on each of the 23 actions identified in the Action Plan 2016 to 2020. 4 actions have been completed (which are marked in green on the document at Appendix A) and 12 actions are currently in progress (which are marked in blue on the document at Appendix A). 10 actions have a revised timetable as a result of linkages to other pieces of work, and these actions and their revised timetable are also set out in the document at Appendix A.
- 1.16 In the Recycling and Waste Strategy update report which was provided to the meeting of the Environment Committee in July 2017, 3 actions had been completed, 14 actions were in progress and 12 actions had a revised timetable.
- 1.17 Household Recycling and Waste Policies, September 2018
- 1.18 One of the actions in the Action Plan 2016 to 2020 is to “Review all recycling and waste policies to check if they are fit for purpose and promote maximum recycling and an improved Streetscene, revise and update where needed, and publish in a clear and easy to understand format for approval by committee”.

- 1.19 All existing household recycling and waste policies have been reviewed and it is proposed that there is one set of Recycling and Waste Policies for household recycling and waste, which are set out at Appendix B. The purpose of the document is to provide all policies in one location, and to have policies that are; clear and easy to understand, promote waste prevention and recycling and improve the street scene. The policies have been developed using existing policy and practise in Barnet, at other local authorities and by national organisations such as the Waste Resources Action Programme (WRAP).
- 1.20 A summary of the policies is set out below, and will be included in the Household Recycling and Waste Policies document.

<i>Policy</i>	<i>Description</i>	<i>Summary</i>
1, 1a, 1b, 1c, 2, 3	Collection containers for all types of properties, and for all the different waste streams.	The low rise standard containers are: 1 x 240 wheeled bin for residual waste, 1 x 240 wheeled bin for dry recyclates and 1 x 240 wheeled bin for garden waste
4, 4a, 4b	Garden waste collections	Collections are made fortnightly. Additional containers are available for a charge.
5	Exemptions from the standard collection containers	To qualify you must meet certain criteria.
6	Collection frequency for the different waste streams	A table is provided for the waste types and the type of property.
7, 7a, 7b	Additional waste and recycling capacity	To qualify for additional residual waste capacity your household must meet certain criteria.
8	Provision of smaller bins	These are currently unavailable.
9	Collection day and time	Containers must be available at the collection point by 0600.
10	Collection point for containers	All containers should be presented at the edge of the resident's property at the point where the premises meet the pavement.
11	Return of containers	These will be returned to the collection point.
12	Ownership of containers	All bins remain the property of Barnet Council.
13, 13a, 13b	Extra or side wide and recycling	Residual waste must be within the containers. Garden waste must be within the containers. Empty flattened cardboard boxes placed next to the recycling bin will be collected.
14	Jammed waste	Any waste or recycling that is stuck will need to be loosened by the resident ready for the next collection day.
15	Wheeled bin lids	Lids should be closed on all containers.
16	Materials accepted in each container type	A current list can be found at www.barnet.gov.uk/recycling

17	Rejected/contaminated containers	If a container has the wrong materials in it, such as disposable nappies placed in the blue recycling bin, the container will not be emptied.
18	Missed collections	These can be logged at www.barnet.gov/recycling
19	Assisted collections	Available to residents with a disability or mobility problem where no one else is able to take the containers to the collection point.
20	Frozen containers	Any waste or recycling that is frozen will need to be loosened by the resident ready for the next collection day.
21	Overweight containers	Wheeled bins or sacks that are too heavy will not be emptied.
22	Stickers and painted containers	Residents are encouraged to mark their containers with their property number.
23	Provision of new/replacement containers	Any new or replacement containers may be subject to a charge.
24	Inclement weather	We will carry out the collection wherever it is deemed safe to do so.
25	Access issues	If poor access prevents us from providing collections we will try again to access a road.
26	Offensive/hygiene waste	This should be double wrapped and placed in the residual waste container.
27	Infectious healthcare waste	A collection service is provided upon application endorsed by a health care professional.
28	Large and bulky waste collection	A service is offered for a charge.
29	Events including religious events	The council may collect additional and/or specific waste.
30	Places of worship, halls and charities	A service is provided, it may be a paid for service.

2. REASONS FOR RECOMMENDATIONS

- 2.1 Recommendation 1 - It is recommended that Environment Committee notes the progress towards the goals of the waste strategy, and the action plan 2016 to 2020.
- 2.2 Recommendation 2 – It is recommended that Environment Committee agrees the draft Recycling and Waste Policies set out at Appendix B to promote waste prevention and recycling and improve the street scene, and agrees that the policies should be implemented as soon as reasonably practicable. The recycling and waste strategy update report to the meeting of the Environment Committee in July 2017 described that the existing recycling and waste policies were being reviewed and that a draft set of policies would be brought to a future meeting for consideration.

3. ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED

- 3.1 It is not recommended that the Recycling and Waste Strategy is rewritten as the strategy was only agreed at the meeting of the Environment Committee in May 2016. It was felt that it was an appropriate time for the update on the implementation of the action plan 2016 to 2020, an update frequency of less than a year would not allow much progress on the actions to be visible.
- 3.2 To delay the agreement of the Recycling and Waste Policies to a future meeting of the Environment Committee would allow the inconsistencies in the services to continue, and would not allow the new policies to be implemented as soon as possible after the round reorganisation has taken place.

4. POST DECISION IMPLEMENTATION

- 4.1 To continue working on the actions contained in the action plan 2016 to 2020, and where appropriate to bring the results of this work to a future meeting for a decision to be made.
- 4.2 If the draft Recycling and Waste Policies are agreed these will be implemented as soon as reasonably practicable. These will be promoted on www.barnet.gov.uk , through the Customer Care Centre and through other media channels.

5. IMPLICATIONS OF DECISION

5.1 Corporate Priorities and Performance

- The Corporate Plan 2015-2020 is based on the core principles of fairness, responsibility and opportunity to make sure Barnet is a place:
 - of opportunity, where people can further their quality of life
 - where people are helped to help themselves, recognising that prevention is better than cure
 - where responsibility is shared, fairly
 - where services are delivered efficiently to get value for money for the tax payer
- The Corporate Plan 2015-2020 and the 2017/18 Addendum includes the following aim:
 - 50% of waste collected will be reused, recycled or composted in 2019/20.
- There are no implications relating to the Health and Wellbeing Strategy and its stated priorities, or the future health and wellbeing needs of the local population as identified in Barnet's Joint Strategic Needs Assessment.

5.2 Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)

- Finance and Value for Money – The 2018/19 expenditure budgets for the current services that deal with municipal recycling and waste is £6.065 million, with a further £12.451 million projected to be spent on waste treatment and disposal in 2018/19 through the North London Waste Authority (NLWA) levy.
- The current payments for disposing of our waste are low compared to other areas of London, as the existing energy from waste facility at Edmonton EcoPark has been operating for over 40 years. However the costs are projected to increase significantly in future years as the existing facility comes to the end of its life and a new energy recovery facility is built at Edmonton EcoPark.
- Procurement – At this time there are no implications.
- Staffing – At this time there are no implications.
- IT – At this time there are no implications.
- Property – At this time there are no implications.
- Sustainability – Two of the aims of the Recycling and Waste Strategy are linked to sustainability, which are: “provide services that help our rapidly growing community to manage its environmental impact” and “encourage all Barnet’s residents, businesses and visitors to take responsibility for the waste that they produce”.

5.3 Social Value

- The Public Services (Social Value) Act 2012 requires people who commission public services to think about how they can also secure wider social, economic and environmental benefits. This will be done as part of any contract procurement. No contract procurement is currently planned as a result of the recommendation in this report.

5.4 Legal and Constitutional References

- Section 32 of the Waste and Emissions Trading Act 2003 has a requirement for the North London Waste Authority and its constituent councils to produce a joint waste strategy. This joint waste strategy was produced and agreed in February 2009. However, the Council can produce its own waste strategy and policies to provide further detail on how it will implement the joint waste strategy, so long as these are in accordance with the joint waste strategy.
- Under section 45 of the Environmental Protection Act 1990, it is the duty of the Council, as waste collection authority, to arrange collection of household waste. This should be free of charge, unless the waste falls into prescribed categories, for example garden waste and collection of bulky household items. Section 45A requires the Council to collect at least two types of recyclables.
- Under section 355 of the Greater London Authority Act 1999, the Council, as a waste collection authority, shall act in general conformity with the provisions of

the London Environment Strategy when dealing with municipal waste management. This section only has effect to the extent that compliance by an authority does not impose excessive additional costs on the authority.

- The Council's Constitution sets out the terms of reference of the Environment Committee. This includes:
 - Responsibility for all borough-wide or cross-constituency matters relating to the street scene including, parking, road safety, lighting, street cleansing, transport, waste, waterways, refuse, recycling, allotments, parks, trees, crematoria and mortuary, trading standards and environmental health.
 - To receive reports on relevant performance information and risk on the services under the remit of the Committee.
- This matter is not reserved to Full Council or to the Policy and Resources Committee as the Constitution specifically allocates matters of this type to the Environment Committee.

5.5 Risk Management

- All risks are managed using the risk management procedure, as set out in the Corporate Risk Management Framework. The risks associated with the Recycling and Waste Strategy and associated action plan are set out in the Risk Table for Recycling and Waste Strategy 2016 to 2030 and Action Plan at Appendix C. High level risks are reported as part of the Council's quarterly performance regime.

5.6 Equalities and Diversity

- The 2010 Equality Act outlines the provisions of the Public Sector Equalities Duty which requires Public Bodies to have due regard to the need to:
 - eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010
 - advance equality of opportunity between people from different groups
 - foster good relations between people from different groups
- The broad purpose of this duty is to integrate considerations of equality into day business and keep them under review in decision making, the design of policies and the delivery of services. The nine protected characteristics are:
 - Age
 - Disability
 - Gender reassignment
 - Pregnancy and maternity
 - Ethnicity
 - Religion or belief
 - Gender
 - Sexual orientation
- The Corporate Plan 2015 – 2020 sets the Strategic Equalities Objective, which

is: that citizens will be treated equally, with understanding and respect, and will have equal access to quality services which provide value to the tax payer. Changes to policies and services are analysed in order to assess the potential equalities impacts and risks and identify any mitigating action possible, through an equalities impact assessment, before final decisions are made. Consideration will also be made to the equalities and data cohesion summary.

- An Equalities Impact Assessment for the draft Household Recycling and Waste Policies is attached as Appendix D. This is currently showing no impact overall. We will monitor the impact and will follow up on any disproportionate impacts.

5.7 Corporate Parenting

- Not applicable.

5.8 Consultation and Engagement

- No specific consultation has been undertaken for this report or is planned to take place. In relation to the Recycling and Waste Strategy, Action Plan 2016 to 2020, where it is appropriate consultation will take place.

5.9 Insight

- 5.9.1 No insight information has been used to produce this report. In relation to the specific actions insight will be used where appropriate.

6. BACKGROUND PAPERS

- 6.1 [Environment Committee 5 June 2018 Papers](#) – including Item 7 Street Scene Operational Changes 2018-19, and the agreement to reorganise the recycling and refuse rounds, the removal of recycling bring sites, the introduction of time banded waste collections in town centres, the stopping of all separate household food waste collections and charging for replacement waste and recycling containers.
- 6.2 [Environment Committee 14 March 2018 Papers](#) – including Item 8 Waste – Bin Capacity Policy – Grandfather Rights, and the agreement to a clarification to the existing bin capacity policy agreed in January 2013.
- 6.3 [Environment Committee 12 May 2016 Papers](#) – including Item 9 Recycling and Waste Strategy 2016 to 2030 and the agreement to adopt the Recycling and Waste Strategy 2016 – 2030 and its action plan.
- 6.4 Environment Committee 13 September 2018 Papers - Report on the cessation of separate food waste collections.
- 6.5 [London Environment Strategy](#) – including the evidence base.

Appendix A - Recycling and Waste Strategy, Action Plan 2016 to 2020 Progress, September 2018 Update

ACTION PLAN CREATION - May 2016						UPDATE - August 2018		
#	2016 to 2020 Actions	Assumption	MTFS Saving	Milestones			Update on Actions	Amended milestone
				1	2	3		3 - Action to be completed by
1	Introduce time banded commercial waste collections, including colour coded bags for recycling and waste for the eight key town centres for businesses and residents by March 2017	MD1	G2	Initiate project May 2016	Consultation Summer 2016	Action Complete March 2017	Full Council approved the adoption of the Barnet Waste Regulations 2017 on 31 October 2017. The first time banded collections were launched in Mill Hill town centre on 30 July 2018. Project plans are in place to roll out time banding in 7 further areas by August 2019.	Aug-19
2	Relaunch and expand trade waste service, which will achieve 50% recycling and embrace the use of customer friendly, self serve new technology which will reduce back office admin and increases customer satisfaction by 2018/19	MD1, P3, EO1, P4	G2	Initiate project April 2016	Review options for recycling services Summer 2016	Action Complete March 2019	The trade waste service continues to expand its customer base, supported by more resourcing for sales. The trade waste customer management system is being procured as part of a wider procurement of a back office system for managing all Street Scene services, this procurement is at the evaluation stage. The recycling offer for businesses is now in place and is being actively promoted.	Mar-19
3	Review the Bulky Waste Service (Special Collections) that is offered to residents and businesses to ensure an increase in the amount reused and recycled from 0% to 20% by 2019	P3, EO1, EO5	G4	Review service by March 2017	Launch revised service April 2018	Action Complete March 2019	The last stage of the Street Scene restructure is currently ongoing and this will include changes to collection rounds. The bulky waste service will be reviewed when these changes have bedded in.	Mar-20
4	Review all recycling and waste policies to check if they are fit for purpose and promote maximum recycling and an improved Streetscene, revise and update where needed, and publish in a clear and easy to understand format for approval by committee in November 2016	R1	R1, G3	Initiate project May 2016	TBC	Action Complete November 2016	A draft set of new household recycling and waste policies for the council has been reviewed by the Street Scene service and is to be considered at the 8 October 2018 meeting of the Environment Committee. A programme of implementation will then commence.	Mar-19

5	Engage with management companies and Landlords to enable recycling facilities to be introduced to all flats to enable them to recycling 50% of their waste by 2020.	P3, EO1, BE1	R1, R2	Initiate project September 2016	TBC	Action Complete March 2020	A programme of site surveys at Barnet Homes flats sites began in July 2018 to identify any cases where the refuse and recycling bin capacity is not supportive of increased recycling. The council will work closely with Barnet Homes caretaking service to optimise provision to enable an increase in recycling. Once this work is complete this approach will be rolled out to privately managed sites to ensure that flats have the correct recycling provision in line with the planning guidance for new build properties.	Mar-20
6	Start Trial for new ways of delivering Streetscene enforcement to reduce demands on services, and enhance the Streetscene by August 2016	R5	G3	Initiate project April 2016	TBC	Action Complete February 2017		
7	Start a communications campaign which promotes community pride in their local area and Barnet as a whole, highlight how to report issues such as flytipping and which will also encompass the introduction of greater Streetscene Enforcement by August 2016	R5	G3	Initiate project April 2016		Action Complete February 2017		

8	Create an annual Streetscene Communications Campaigns plan which focuses on achieving the outcomes of the strategy from 2017/18 onwards. Areas for inclusion are: Waste Minimisation, Food Waste Diversion, Reduction in Contamination, Enforcement, No flytipping, Littering	D6	G3	Initiate project January 2017	Review of progress Nov 2017	Action Complete March 2018	A Communications Plan is being implemented, communications activity now reflects the service changes agreed at the 5 June 2018 Environment Committee, including reorganisation of recycling and refuse rounds, stopping all separate food waste collections, removal of recycling bring bank sites, Christmas and New Year Collections, the Winter suspension of garden waste collections, charging for replacement waste and recycling containers, and time banded waste collections in Town Centres. Individual communications plans are developed for each of these changes.	No end date
9	Restructure of the Street Scene business model, considering options such as enterprise, mutual, shared service or outsourcing for Waste, Recycling, Street Cleansing and Grounds Maintenance services to increased productivity and reduction of overheads by 2018	R9	E8	Initiate project 2015	Env. Committee decision March 2016	Action Complete 2018		
10	Continue to review best practice for promoting waste minimisation, while also linking with NLWA, London wide and national campaigns to ensure that more people from different backgrounds hear the campaign message in 2017.	R2, R4, P8	G3	Initiate project January 2017	TBC	Action Complete December 2017	The council continues to work with the North London Waste Authority on waste prevention activities.	No end date
11	Review, expand and publish new Planning Guidance on recycling and waste requirements within new build properties and external to property for storage of bins by November 2016	EO5	R1, R2	Initiate project May 2016	TBC	Action Complete November 2016	Original action completed. Officers continue to review ways to increase recycling and reduce waste without causing service issues for operations or service users. Officers will continue to work on the guidance to increase this to a 30/70 split between refuse and dry recycling bin capacity and adjust for the cancellation of the food waste service.	No end date
12	Work with Customer Contact Centre to create a training programme to ensure staff can give excellent clear guidance, promote waste minimisation and reuse by May 2017.	P3	G3	Initiate project September 2016	TBC	Action Complete May 2017	The Street Scene service recognises the importance of the relationship with CSG staff and services. Monthly meetings continue to take place with the Head of Customer Service at CSG and regular updates on service delivery and briefings on any service changes are provided to call centre staff to ensure the best possible customer service.	No end date
13	Work with Barnet Homes to ensure all caretaking staff have training to promote recycling and waste services and cleansing, to help reduce waste and flytipping and increase recycling, by May 2017.	P3	G3	Initiate project September 2016	TBC	Action Complete May 2017	Relationships are being developed between the service and Barnet Homes caretaking service through the ongoing survey of bins. Further plans will be developed once this work is completed.	Jun-19

14	Review collection of difficult waste types i.e. Disposable nappies, WEEE, offensive waste, textiles, and trial new collection methods which aim to increase reuse/recycling by March 2017.	P3, EO1, EO5	R2	Initiate project May 2016	TBC	Action Complete March 2017	While the operation of services for difficult waste types continues to be challenging for the council to deliver directly, free household collections of WEEE continue to be available, the real nappy subsidy continues to be offered, and textiles can be taken to outlets such as the Reuse & Recycling Centre at Summers Lane and charity shops. Over the next 12 months further reviews will be carried out regarding clinical waste collections.	Jul-19
15	Trial new systems for collecting waste and recycling from low rise properties which increase recycling and reduce residual waste while keeping public satisfaction with the service high, by 2017/18	P3, EO1, EO5, R4	R2	Initiate project May 2016	TBC	Action Complete November 2017	There is a high level of confidence that the dry recycling service offered is performing well at low rise properties, based on recycling capture studies. Work will continue to promote recycling (potentially focusing on material specific campaigns) and reduce contamination. Once the recycling and waste service restructure is completed, the service will review options for improving the capture of dry recyclable materials.	Jul-19
16	Re launch Barnet compulsory recycling scheme, and add in the new materials collected for recycling, promoting recycling and enabling progressing from education to enforcement where needed in Spring 2017	P2, R5	G3	Initiate project February 2016	TBC	Action Complete March 2017	Once the recycling and waste service restructure is completed, the service will review options for improving the capture of dry recyclable materials.	Mar-20
17	Review the income generation options from Non-Statutory Waste Services, and the impacts and implications of introducing new or changing services such as additional garden waste, including viable levels of charging and participation by 2018	EO5	G2	Initiate project September 2016	TBC	Action Complete April 2018	The charging for non-statutory services is constantly reviewed and any changes would be part of the Fees and Charges process.	No end date
18	Review litter bin locations, litter flows and expand the integration of smart city thinking, to increase the amount of recycling diverted from cleansing waste to 50% by 2017.	P3	E10	Initiate project May 2017	TBC	Action Complete March 2017	A new Street Cleansing regime commenced in January 2018. Recycling options for the litter waste stream are currently limited. Trials of on the go recycling bins have not proved successful. There are plans to rationalise litter bins, and the impacts of this will be monitored and reviewed. Officers are investigating options for the recovery of dry recyclables from street litter bins and bags.	Jul-19

19	Review the collection method for all adhoc or on request collection services such as events, Passover collections and community litter picks to ensure recycling is the default option by April 2017	P3	R2	Initiate project September 2016	TBC	Action Complete April 2017	Collection methods will continue to be reviewed, this will include reviewing approaches taken elsewhere to see if they are replicable in Barnet.	Jul-19
20	Review the recycling and waste services to schools by May 2017 and develop ways of encouraging more recycling and waste minimisation for September 2017.	P3	E3	Initiate project September 2016	Contact Schools May 2017	Action Complete September 2017	The revised charging structure has been embraced by schools, with lower charges being made for recycling compared with refuse.	
21	Review the make up of waste from parks and open spaces to ensure more is sent for recycling by 2018	P3, EO1, P4	R2	Initiate project April 2017	TBC	Action Complete March 2018	Trials have highlighted issues with bin capacity and contamination. The service will look at what other councils have provided, for example provision of seasonal service enhancements.	Jul-19
22	Review operational areas to see where additional efficiencies and improvements can be made by 2017. Key areas for inclusion are: alterative fuel source vehicles, real time links between crews and back office systems.	R1, R6	E3	Initiate project May 2016	TBC	Action Complete March 2017	Since April 2017 efficiencies have been made in Grounds Maintenance, Street Cleansing and the Fleet service. Work is ongoing in 2018/19 within Recycling and Waste services and back office services. Procurement of a Street Scene Data Management system is in progress.	No end date
23	Review of all recycling and waste stream flows, costs (collection and treatment/disposal) and predictions to be carried out to support all action plan projects for October 2016.	E02	-	Initiate project May 2016	TBC	Action Complete October 2016	Regular reviews of recycling and waste stream flows are carried out, which are used to inform future cost projections for collection and treatment/disposal.	No end date

ACTION COMPLETED

ACTION IN PROGRESS

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Appendix B

London Borough of Barnet Household Recycling and Waste Policies

Approved by **TBC**

TBC 2018

Version – final draft

Recycling and Waste Policies 2018

Overview of the Recycling and Waste Policies

This provides a summary of the key policies contained in this document. The policies are for household waste only. Click on the

Policies [1](#), [1a](#), [1b](#), [1c](#), [2](#) and [3](#)

Collection containers for all types of properties, and for all the different waste streams.

The low rise standard containers are: 1 x 240 wheeled bin for residual waste, 1 x 240 wheeled bin for dry recyclates and 1 x 240 wheeled bin for garden waste.

Policy [5](#) - Exemptions from the standard collection containers

To qualify you must meet certain criteria.

Policy [7](#), [7a](#) and [7b](#) - Additional waste and recycling capacity

To qualify for additional residual waste capacity your household must meet certain criteria.

Policy [8](#) - Provision of smaller bins

These are currently unavailable.

Policy [13](#), [13a](#) and [13b](#) - Extra or side waste and recycling

Residual waste must be within the containers. Garden waste must be within the containers. Empty flattened cardboard boxes placed next to the recycling bin will be collected.

Policies [4](#), [4a](#) and [4b](#) - Garden waste collections

Collections are made fortnightly. Additional containers are available for a charge.

Policy [6](#) - Collection frequency for the different waste streams

A table is provided for the waste types and the type of property.

Policy [9](#) - Collection day and time

Containers must be available at the collection point by 0600.

Policy [10](#) - Collection point for containers

All containers should be presented at the edge of the resident's property at the point where the premises meet the pavement.

Policy [11](#) - Return of containers

These will be returned to the collection point.

Policy [12](#) - Ownership of containers

All bins remain the property of Barnet Council.

number to be taken to the full policy.

Recycling and Waste Policies 2018

Policy 14 - Jammed waste

Any waste or recycling that is stuck will need to be loosened by the resident ready for the next collection day.

Policy 16 - Materials accepted in each container type.

A current list can be found at www.barnet.gov.uk/recycling

Policy 18 - Missed collections

These can be logged at www.barnet.gov.uk/recycling

Policy 15 - Wheeled bin lids

Lids should be closed on all containers

Policy 17 - Rejected/contaminated containers

If a container has the wrong materials in it, such as disposable nappies placed in the blue recycling bin, the container will not be emptied.

Policy 19 - Assisted collections

Available to residents with a disability or mobility problem where no one else is able to take the containers to the collection point.

Policy 27 - Infectious healthcare waste

A collection service is provided upon application endorsed by a health care professional.

Policy 28 - Large and bulky waste collection

A service is offered for a charge.

Policy 20 - Frozen containers

Policy 22 - Stickers and painted containers

Residents are encouraged to mark their containers with their property number.

Policy 26 - Offensive/hygiene waste

This should be double wrapped and placed in the residual waste container.

Policy 30 - Places of worship, halls and charities.

A service is provided, it may be a paid for service.

Policy 23 - Provision of new/ replacement

Policy 25 - Access issues

If poor access prevents us from providing collections we will try again to access a road.

Recycling and Waste Policies 2018

Policy 29 - Events including religious events

The council may collect additional and/or specific waste.

Recycling and Waste Policies 2018

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Policy 1 – Collection Containers

Policy 1a – Collection Containers (Low Rise - Standard)

All low rise properties across Barnet will have access to recycling, garden waste and residual waste collection. In 2013, all suitable properties were provided with the recycling containers by the Council. All suitable properties were provided with residual waste containers by the Council over the past 20 years.

Standard Residual Waste:

- 1 x 240 litre black wheeled bin - Only waste produced by a householder on a normal day to day basis that cannot be recycled should be placed in this wheeled bin.

Standard Recycling:

- 1 x 240 litre blue wheeled bin - For recycling including; paper and cardboard, cartons, food tins and drinks cans, household plastic packaging, glass bottles and jars and paper.

Standard Garden Waste:

- 1 x 240 litre green wheeled bin for garden waste.

Households of Multiple Occupation:

Households of Multiple Occupation (HMO's) will have access to the above containers as they pay the same council rates as a standard property. If additional containers are required they will be subject to the same conditions as a standard low rise property, the conditions are set out at policy 7.

Where a HMO has multiple containers of the same type these may be exchanged for larger communal collection containers, subject to the agreement of the Council. The cost of these containers can be found in our annual Fees and Charges report, available at www.barnet.gov.uk

Mixed Hereditament Properties/Flats above shops

Mixed hereditament properties are generally business properties with living accommodation attached e.g. a flat above a shop. Such properties will be treated as standard properties as set out in 1a. In exceptional circumstances they will require the 'single use' container collection service set out in Policy 1c. It will be the Council's decision as to whether the standard or single use container allocation is provided in line with Policy 5, Exemptions from the Standard Service.

Policy 1b – Collection Containers (Low Rise - Modified)

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Some low rise properties across Barnet are not suitable for a wheeled bin collection and will be exempt from the standard service. Policy 5 sets out the circumstances to qualify for an exemption from the standard service. In these circumstances the following containers are available:

Standard (Modified) Residual Waste:

- Up to 200 x purple disposable sacks per annum - Only waste produced by a householder on a normal day to day basis that cannot be recycled should be placed in these sacks.

Standard (Modified) Recycling:

- Up to 200 x clear disposable sacks per annum for recycling including; paper and cardboard, cartons, food tins and drinks cans, household plastic packaging, glass bottles and jars and paper.

Standard (Modified) Garden Waste:

- 1 x 240 litre green wheeled bin for garden waste.

Where residents only have room for one wheeled bin, priority will be given to the provision of a recycling bin. Residual waste and garden waste bins are not permitted if a resident does not have a recycling bin.

The Council will advertise on their website how householders can access further supplies of single use purple sacks and single use clear sacks.

A summary of container volume provision is at Appendix A.

Policy 1c – ‘Single Use’ Collection Containers

Across Barnet there are a number of low rise properties where returnable containers left out for collection are not suitable. These areas tend to be busy high street areas where a wheeled bin may block the pavements for pedestrians.

Standard (Single Use) Residual Waste:

- Up to 200 x purple disposable sacks per annum - Only waste produced by a householder on a normal day to day basis that cannot be recycled should be placed in these sacks.

Standard (Single Use) Recycling:

- Up to 200 x clear disposable sacks per annum for recycling including; paper and cardboard, cartons, food tins and drinks cans, household plastic packaging, glass bottles and jars and paper.

A summary of container volume provision is at Appendix A.

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The Council will advertise on their website how householders can access further supplies of single use purple sacks and single use clear sacks.

General Conditions

The containers provided for household waste must not be used to dispose of commercial or business waste and anyone found using bins in this way will be subject to enforcement under the Environmental Protection Act, 1990, and the bins may be removed.

All wheeled bins remain the property of Barnet Council.

Replacement of existing containers or new containers will be subject to agreed charges.

For new build properties please refer to Policy 3.

A summary of container volume provision is at Appendix A.

Policy 2 - Communal Collections

The Council provides a collection service for blocks of flats or properties with shared waste storage facilities. This will normally be building/complexes with six or more dwellings.

Each of these properties has wheeled bins for residual waste and most properties have wheeled bins for recycling. All wheeled bins remain the property of the Council, and the Council will undertake repairs on fair wear and tear.

Provision of recycling and garden waste collections from flats is subject to the capacity and configuration of the pre-agreed collection area and operational capacity to collect.

Containers

In most cases, shared bin areas have been provided with 1100 litre 4 wheeled bins, although 940 litre/660 litre/360 litre/240 litre bins may have been provided, if this is more appropriate. The number and type of bins provided will be dependent upon the number of properties, size of storage space available and facilities available at that time.

The Council is rebalancing existing communal collections to give equal capacity to refuse waste and recycling, with 170 litres of recycling capacity provided per dwelling and 170 litres of residual waste capacity provided per dwelling. In some cases this will mean existing residual waste capacity is removed and new recycling capacity will need to be provided, for which a charge is made, as set out in the Fees and Charges report available at www.barnet.gov.uk

Collections

The frequency of collection for communal collection properties will be as per Policy 6 although residents will not be guaranteed a specific day. Containers must be accessible for collection 7 days a week.

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If you want to investigate having a more frequent collection service than weekly, then you will need to contact Street Based Services on 020 8359 4600, asking for the operational service to contact you, who will provide you with the price for this additional service.

No waste or recycling left outside or around the bins will be collected. This includes but is not limited to, large bulky items, excess waste or recycling. It is the responsibility of the residents or managing agents to remove these items to enable collections.

Where a bin is not accessible due to loose waste, recycling, or bulky items the bin will not be emptied. It is the responsibility of the residents or managing agent to remove these items. The bins will then be emptied on the next scheduled collection day if the bins are accessible. Requests to clear bins or collection areas will be chargeable, the fees for these services can be found in our annual Fees and Charges report, available at www.barnet.gov.uk

All bin areas must be accessible by crews, if they need to be locked, ideally the lock will open with a standard fire brigade key (i.e. FB11). It is the responsibility of the managing agent to ensure the Council are informed and provided with any keys or codes to access locked bin stores. Where keys and electronic fobs are used, the Council must be provided with these at no charge and the Council accepts no liability for lost or replacement keys/ electronic fobs.

Chute Collections

A limited number of flat blocks have chute collections. All waste must be put down the chute for collection. Excess waste which is outside or around the bins will not be collected.

Policy 3 – New Build Properties Collection Containers

General Conditions

All wheeled bins remain the property of Barnet Council.

For Low Rise – Standard Properties such as houses and bungalows

Please refer to the standard containers set out in Policy 1a.

For small blocks of flats where there are less than six dwellings

Recycling – the available bin sizes are 240 litres and 1100 litres. The table below shows the bin provision:

Number of dwellings in block	Recycling Provision
2	2 x 240 litre
3	2 x 240 litre

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4	1 x 660 litre or 3 x 240 litre
5	1 x 1100 litre

Residual – the available bin sizes are 240 litres, 660 litres and 1100 litres. The table below shows the bin provision:

Number of dwellings in block	Residual Waste Provision
2	2 x 240 litre
3	2 x 240 litre
4	1 x 660 litre or 3 x 240 litre
5	1 x 1100 litre

Detailed information for developers and architects is available at:

<https://www.barnet.gov.uk/citizen-home/rubbish-waste-and-recycling/information-for-developers-and-architects.html>

For Flats where there are 6 or more dwellings, communal collections

Recycling – the available bin sizes are 240 litres and 1100 litres. Each property within the block must be allocated a minimum of 100 litres of recycling provision plus 70 additional litres of recycling per bedroom beyond the first bedroom.

Refuse – the available bin sizes are 240 litres, 660 litres and 1100 litres. Each property within the block must be allocated a maximum of 100 litres of residual waste provision plus 70 additional litres of residual waste per bedroom beyond the first bedroom.

Detailed information for developers and architects is available at:

<https://www.barnet.gov.uk/citizen-home/rubbish-waste-and-recycling/information-for-developers-and-architects.html>

Policy 4 – Garden Waste Collections

Policy 4a – Standard Garden Waste Collections

The Council provides a free of charge garden waste collection service, to low rise properties, for the standard container size set out in policy 1a. Garden waste collections will be made on a fortnightly basis. The cost of a container can be found in our annual Fees and Charges report, available at www.barnet.gov.uk

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Garden waste collection will be suspended during the Christmas/New Year holiday period. The suspension will be for up to 12 weeks a year. The details will be advertised on the Council website and through other media.

Communal Collections

Communal collection properties within Barnet will be offered a garden waste collection service subject to operational capacity, and where no third parties are involved in the generation of the garden waste, i.e. the garden waste is generated by the residents. When the container is provided confirmation will be required that the container will not be used by a commercial company such as a gardening company. One container will be available per 5 flats, as set out in Appendix A.

Policy 4b – Additional Garden Waste Collections

Additional garden waste bins may be requested and paid for but this will be subject to operational capacity. One property can request and pay for a maximum of one additional garden waste bin. The cost of an additional garden waste bin will be part of our Annual Fees and Charges report, which can be found at www.barnet.gov.uk The collections are currently free, this will be reviewed regularly and any charges will be part of our Annual Fees and Charges report, which can be found at www.barnet.gov.uk

Garden waste collections will be suspended during the Christmas/New Year holiday period. The suspension will be for up to 12 weeks a year. The details will be advertised on the Council website and through other media.

Once payment has been received from a new customer we will aim to deliver the bin within 28 days.

Garden waste collections will be made on a fortnightly basis subject to the Christmas/New Year holiday period. If the garden waste bins are not presented for collection, then the crew will not return until the next scheduled collection day. We will aim to provide up to 20 collections through the year unless circumstances beyond our control prevent collection i.e. inclement weather.

Policy 5 – Exemptions from the Standard Service

To qualify for an exemption from using wheeled bins you must meet one or more of the following criteria:

- There is no rear or side access to accommodate or store the necessary containers
- The property is accessed via steep inclines or steps, so making it impractical to use wheeled bins
- The bins would have to be wheeled through the house to the collection point
- The property does not have room to store the necessary containers - Where properties have space for one wheeled bin, then a recycling bin will be provided. Refuse waste and garden waste bins are not permitted if a resident does not have a recycling bin

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- The adopted highway is not suitable to be accessed by the standard collection vehicle
- There is not an accessible and safe place to present the containers for collection
- All the adults living in a property have a physical disability or infirmity which prevents them from being able to place waste in a wheeled bin.

Street scene aesthetic concerns will not be classed as a reasonable exemption from the provision of wheeled bins. Where space is available at the front of the property wheeled bins must be used, or at the rear of the property if the road access for the collection vehicle is situated at the rear of the property, as determined by the Council.

Policy 6 – Collection Frequency

The Council will collect as per the table below:

Waste and Recycling Collection Frequency				
	Low Rise - Standard	Low Rise – Modified	Single Use Container Collections	Communal
Residual waste	Weekly	Weekly	Weekly	Weekly
Recycling	Weekly	Weekly	Weekly	Weekly*
Garden Waste	Fortnightly	Fortnightly	N/A	Fortnightly
Health Care Waste	Weekly**	Weekly**	Weekly**	Weekly**
Sharps	Upon Request**	Upon Request**	Upon Request**	Upon Request**

* Where an operational service exists

** Following successful application for collections

Policy 7 – Additional Waste Capacity

Policy 7a – Additional Recycling Capacity

For Low Rise Properties the containers set out in policy 1a, 1b, 1c and 3 are available as standard, however, residents can request additional capacity.

For Low Rise – Standard the additional capacity that can be provided will be:

- Recycling – up to 2 extra blue 240 litre bins
- Garden waste – see policy 4.

For households with the Low Rise - Modified solution or “Single Use” Container Collection the additional capacity that can be provided will be:

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- Recycling – up to 200 extra clear sacks per year
- Garden Waste – see policy 4.

Policy 7b – Additional Residual Waste Capacity

For Low Rise Properties the containers set out in policy 1a, 1b, 1c and 3 are available as standard, however, residents can request additional capacity if they meet one or more of the following criteria:

- There are 6 or more permanent residents in the household
- There are 12 or more permanent residents in the household
- There are 2 or more children in nappies in the household
- A resident in the household has special circumstances creating an unusual amount of waste on a regular basis i.e. someone with special dietary requirements
- A large quantity of “offensive” hygiene waste is being produced by the household

All households that request additional residual waste capacity will have to complete a declaration as to how they meet the criteria and this will include proof of residency of all those resident at the property. Checks will be made on an application and will include;

- A waste audit to ensure the household is utilising the recycling bin(s) as much as possible
- A check on the names listed permanently residing at the property
- Site visits to ensure the information is still relevant.

Additional recycling will be provided in preference to residual waste capacity. Additional residual waste capacity is only approved on the agreement that the household is making full use of the recycling services. Random spot checks will take place to ensure this is being complied with.

For Low Rise – Standard the additional capacity provided will be:

- Residual waste – an extra black 240 litre bin.

For households with the Low Rise - Modified solution or “Single Use” Container Collection the provision of additional capacity will be subject to the same qualifying criteria. The additional capacity provided will be:

- Residual waste – up to 200 extra purple sacks per year.

After a minimum of three years the Council will ask the household to re-apply for the additional residual waste capacity. If a reapplication is not made then waste capacity will revert back to the residual waste containers set out in policies 1 to 3.

The cost of additional residual waste capacity can be found in our annual Fees and Charges report, available at www.barnet.gov.uk In exceptional circumstances these fees and charges will be waived.

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Policy 8 - Provision of Smaller Bins

No smaller bins are currently available. If smaller bins become available they will be offered on a first come first served basis.

Policy 9 - Collection Day and Time

Containers must be available at the collection point (as per policy 10) by 6:00am (0600h) on the day of collection. Collections times can vary from week to week and any container which is not out for collection at 6:00am (0600h) may not be emptied. If the containers are not presented for collection, then the crew will not return until the next scheduled collection day. In exceptional circumstances in the summer the Council may ask that containers be available at the collection point (as per policy 10) by 4:00am (0400h).

Containers must not be placed out for collection before 6:00pm (1800h) the day before collection.

The Council have the right to remove any bins placed on the highway before 6:00pm (1800h) the day before collection.

Where a sign specifying periods during which receptacles should be placed on the public highway is displayed on the same side of the Public Highway as any premises producing household waste and recycling then the occupier of that premise shall only place receptacles on that Public Highway during the periods prescribed by the sign. Information on the roads and times that receptacles should be placed on the public highway for collection can be found at www.barnet.gov.uk/timebanding. Any exception to these specific periods such as festive changes will be advertised in advance on the council's website at www.barnet.gov.uk.

Details of collection days can be found at www.barnet.gov.uk.

Policy 10 - Collection Point for Containers

All recycling and waste containers should be presented at the edge of a resident's property, at the point where the premises meet the adopted highway for collection, unless an Assisted Collection has been agreed, as set out at policy 19. If properties are located down a private driveway/access road then the containers must be presented where the private driveway/access road meets the adopted highway. This applies even when a household does not own the land between the resident's property and the adopted highway.

Where a household is on a private or unadopted road, the Council's collection vehicles will only collect from the road where;

- The Council has been indemnified in writing against any damage to road surfaces and underground apparatus before bin delivery and collections.
- The road is certified that it is of a construction that would meet the standard for adoption by the Highways Authority

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- The Council believes the road is of a suitable design to enable a collection vehicle with 4 axles to manoeuvre easily and turn where needed
- Damage has not been caused to the private road previously
- The nature of the road is not such that it would take an unreasonable length of time to carry out collections relative to other collections from adopted highways within the Borough
- The Council will not be held liable for any accidental damage.

The Council may change any collection point, either temporarily or permanently, following a review process. This review process may be instigated due (but not limited to) the Council's belief that the access to or location of the presentation site would be unsafe for collections, or does not meet the current Council Policy.

The Council will give at least 10 working days' notice, in writing, of any changes to the location of a collection point, highlighting the alternative site to the householders affected. Each case will be looked at on an individual basis to agree a suitable collection point as near to the boundary as is safe and practicable.

Policy 11 - Return of Containers

Containers will be returned to the collection point as described in policy 10 where possible or another safe place within a reasonable distance of the collection point. Containers should be removed by the householder as soon as reasonably possible after collection has been made.

Containers for communal collections will be returned to the point of collection.

Policy 12 – Ownership of Containers

All collection containers provided remain the property of the Council. As such, all collection containers should be left at the property when residents sell or move out of the property.

Collection containers must only be used for the storage and collection of recycling and waste.

Each householder is responsible for keeping the containers safe and in good order and to protect them from misuse. The Council will charge for the replacement of any wheeled bin that has been lost or misused. The fee for this can be found in our annual Fees and Charges report, available at www.barnet.gov.uk.

Within the Barnet Council area there are a number of containers that have been purchased by residents for residual waste. Should one of these containers go missing, be damaged or destroyed through the fault of the Council, the Council will provide residents with a container in line with policy 23, in line with the capacity as set out at policies 1, 2 and 8. Should one of these containers go missing, be damaged or destroyed through no fault of the Council, any replacement will be offered in line with the capacity as set out at policies 1, 2 and 8. The cost of any containers is set out in our annual Fees and Charges report, available at www.barnet.gov.uk.

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Communal Collections

It is the responsibility of freeholders/developers/landlords/managing agents/housing associations to purchase the required containers for communal collections. The fees can be found in our annual Fees and Charges report, available at www.barnet.gov.uk . All wheeled bins remain the property of the Council, and the Council will undertake repairs on fair wear and tear.

Policy 13 – Extra or Side Waste

Policy 13a – Extra or Side Recycling

Extra or side recycling at Low Rise Properties will be collected as set out in the table. Cardboard boxes must be flattened and no larger than a metre squared. No extra or side recycling will be collected from Communal Collections, as set out in Policy 2.

Waste Type	Container Type	Policy on side waste
Recycling	Wheeled bin	Will collect empty flattened cardboard boxes and clean recyclables in clear sack next to the bin for free
Recycling	Clear sack	Will collect empty flattened cardboard boxes and clean recyclables in clear sacks next to the bin for free.
Garden Waste	Wheeled bin	Will not be collected

Examples of acceptable recycling side waste can be found at www.barnet.gov.uk The Council or its contractor will not be responsible or liable for any non-council containers used to store extra recycling that are not returned.

Special arrangements for extra or side recycling may apply at other times such as Christmas/New Year and Passover. The special arrangements will be published on www.barnet.gov.uk .

Policy 13b – Extra or Side Residual Waste

All residual waste must be contained within the Council's supplied containers including purple sacks. No excess or side waste will be collected during normal collections. Bin lids must be closed and purple sacks must be securely tied.

Policy 14 – Jammed Waste

Any waste jammed in a wheeled bin that does not fall out following the normal mechanical emptying process on the recycling or waste collection vehicle will not be taken. In these cases, residents will have to loosen the materials themselves ready for the next scheduled collection.

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Residents will be notified by means of a hanger or sticker placed on the relevant container explaining why the container could not be emptied.

If a resident is unable to resolve the issue themselves they can request to have their containers emptied. There is a charge for this service, which can be found in our annual Fees and Charges report, available at www.barnet.gov.uk . The container must be left out for collection and will be emptied within 5 working days, upon receipt of payment.

Policy 15 – Wheeled Bin Lids

Wheeled bins are designed to be emptied with the lids substantially closed, therefore lids on wheeled bins must be closed when the recycling or waste is collected. This is to ensure that all health and safety concerns are complied with including:

- Mechanical operation of the bin lift
- Waste falling out during the tipping process
- Litter generation.

The Council reserve the right not to empty any wheeled bin which has been overfilled with its bin lid open. If bins are over filled, then the crew will not return until the next scheduled collection day. This policy applies to all services that use wheeled bins.

Residents will be notified by means of a hanger or sticker placed on the relevant container explaining why the container could not be emptied.

If the overfilled waste is removed the resident can request to have their containers emptied. There is a charge for this service, which can be found in our annual Fees and Charges report, available at www.barnet.gov.uk . The container must be left out for collection and will be emptied within 5 working days, upon receipt of payment.

Policy 16 - Materials Accepted in Each Container Type

An up to date list of materials that can placed in each container can be found at www.barnet.gov.uk/recycling .

If wrong materials are put in containers they will not be collected. See policy 17.

The Council has a compulsory recycling policy which specifies which materials can not be put in the residual waste bin, and instead should be put in the recycling bin. The current list of materials which the compulsory recycling policy applies to can be found at www.barnet.gov.uk .

No garden waste is allowed to be placed in the residual waste bin or the dry recycling bin. Residents should place recycling and garden waste in the prescribed containers, and not in their residual waste bins.

Policy 17 - Rejected / Contaminated Containers

Where containers are found to contain unsuitable items they will be classed as contaminated. Residents will be notified by means of a hanger or sticker placed on the

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relevant container requiring them to remove the incorrect material and dispose of it in a responsible manner.

Once the incorrect material has been removed from the container it will be emptied on the next scheduled collection date. The Council will not empty the container before the next scheduled collection date, without a charge.

If a resident requests to have their contaminated container emptied because the resident is unable to resolve the issue themselves, there is a charge for this service, which can be found in our annual Fees and Charges report, available at www.barnet.gov.uk. The container must be left out for collection and will be emptied within 5 working days, upon receipt of payment.

If a resident has recently moved into a property and discovered that the bins have been incorrectly used then a resident can request to have their containers emptied. There is a charge for this service, which can be found in our annual Fees and Charges report, available at www.barnet.gov.uk. The container(s) must be left out for collection and will be emptied within 5 working days, upon receipt of payment. It is the residents responsibility to ensure the containers are free from contamination before any regular collections are made.

Communal Collections - Contaminated Bins

If a communal collection bin is contaminated with the wrong material it will not be emptied. It is the responsibility of the residents or managing agents to remove these items so that the bin can be emptied on the next scheduled collection day.

If a resident/managing agent requests to have a contaminated container emptied, there is a charge for this service, which can be found in our annual Fees and Charges report, available at www.barnet.gov.uk. The container must be left out for collection and will be emptied within 5 working days, upon receipt of payment.

Policy 18 - Missed Collections

There are occasions when a container may not get collected, due to crew error. For a missed collection to be returned to, it needs to be reported to the Council. A missed collection must be reported within 3 working days of the scheduled collection (the collection day counts as the first day), online reporting will be accepted until 11.00pm (2300) on the third day (see examples 1 and 2 below). Missed collections can be logged online at www.barnet.gov.uk/recycling Any missed collections reported after this time will not be collected until the next scheduled collection day.

The Council will return to collect genuine reported missed bins within 2 working days of receipt of the missed collection being logged.

A missed collection will not be classed as genuine if:

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- The container(s) were not out for collection before the crews arrive – All containers should be available for collection by 6:00 am (0600) on the day of collection. Unless otherwise stated (see policy 9)
- The container(s) were not at the correct collection point (see policy 10)
- In the case of assisted collection properties, access was not granted e.g. locked gates (see policy 19)
- In the case of communal collections there was no access to get to the containers e.g. locked gates (see policy 2)
- The container(s) held materials which were classed as contamination (see policy 17)
- The container(s) were classed as overweight by the collection crew (see policy 21)
- The container(s) could not be accessed due to locked gates or badly parked cars
- The container(s) were classed as over full (see policy 15).

Example 1: Tuesday collection day

Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday	Monday
Missed collection can be reported after mid-day	Missed collection can be reported	Missed collection can be reported until 11.00pm (2300)	Missed collections can be logged but no return collection will be provided	Missed collections can be logged but no return collection will be provided	Missed collections can be logged but no return collection will be provided	Missed collections can be logged but no return collection will be provided

Example 2: Friday collection day

Friday	Saturday	Sunday	Monday	Tuesday	Wednesday	Thursday
Missed collection can be reported after mid-day	Non working day – misses can be logged on the website	Non working day – misses can be logged on the website	Missed collection can be reported	Missed collection can be reported until 11.00pm (2300)	Missed collections can be logged but no return collection will be provided	Missed collections cannot be logged but no return collection will be provided

Policy 19 – Assisted Collections

The Council's assisted collection service is available to residents with a disability or mobility problem where no one else in the household is able to take the containers to the normal collection point (see Policy 10). The collection crews will collect the

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containers from an agreed collection point, empty the containers and return them back to the agreed collection point.

Requests for an assisted collection can be made online at www.barnet.gov.uk or by contacting Street Based Services on 020 8359 4600. A request for an Assisted Collection will be considered where:

- There is nobody else at your property who could put the containers out for collection e.g. you live alone, and
- You can provide evidence of your need, such as receipt of Personal Independence Payment, receipt of Disability Living Allowance, or letter from your GP.

Once a request has been made the service provider will then visit you to discuss your needs, assess your ability to meet the criteria and if appropriate, agree a collection point for the containers. This visit will take place within 10 working days of the service request.

The containers must be easily accessible for the crews, visible from the collection road, gates left unlocked where necessary and the crew should be easily able to manoeuvre the bins from the property. The decision of where to place the containers will be based on ease of collection and usage of the containers and not based on street scene aesthetics. Please ensure there are no overhanging branches or shrubs as crews may be collecting in the dark. Dogs or other potentially dangerous animals must not be roaming free on the property on collection day. Wherever possible the bins will be stored at the front of the property to enable easy collection, or at the rear if the collection road is situated at the rear of the property. All containers must be kept in the same location.

Checks will be carried out by the Council at a minimum once every three years on the resident's suitability for the collection and evidence requested from the householder. Any change in circumstance must be notified to the Council as soon as possible.

Policy 20 - Frozen Containers

During times of inclement cold weather waste can become frozen in containers. This can be a particular problem with garden waste in bins. When waste has become frozen in the bin, if the waste does not empty when lifted by the vehicle mechanism the bin will be left with the contents still in it and the collection crew will leave a hanger or sticker on the bin. We will not return to empty frozen bins before the next scheduled collection.

A resident can request to have their containers emptied before the next scheduled collection day. There is a charge for this service, which can be found in our annual Fees and Charges report, available at www.barnet.gov.uk. The container must be left out for collection and will be emptied within 5 working days, upon receipt of payment.

Policy 21 - Overweight Containers

Wheeled Bins

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Where a crew member cannot safely manoeuvre and position a wheeled bin onto the vehicle, or where the vehicle cannot lift the wheeled bin due to the weight of it, then it will be left unemptied. The lid of the bin will be left open to indicate the crew have tried to empty the bin, and a hanger or sticker will be left on the bin.

By law, all the vehicle bin lifts have a safe working weight limit which crews cannot override. As a guideline, the bin should be easily moved with one hand.

Where any bin is found to be too heavy, the householder will be required to remove sufficient material from it and dispose of it in a responsible manner. Once sufficient weight has been removed, the bin should be presented on the next scheduled collection date. We will not return to collect the bin before the next scheduled collection date.

If the householder needs the excess material to be removed and disposed of this can be arranged. There is a charge for this service, which can be found in our annual Fees and Charges report, available at www.barnet.gov.uk. The waste must be left out for collection and will be emptied within 5 working days, upon receipt of payment.

Sacks

When collecting sacks the collection crews will assess the weight of the sack. If it is too heavy to carry safely to the vehicle, the sack is likely to split, or the collection crew cannot safely lift it into the vehicle it will not be collected.

Where any sack is found to be too heavy, the householder will be required to remove sufficient material from it and dispose of it in an additional sack.

Once sufficient weight has been removed, the sack should be presented on the next scheduled collection date. We will not return to collect the sack before the next scheduled collection date.

If the householder needs the excess material to be removed and disposed of this can be arranged. There is a charge for this service, which can be found in our annual Fees and Charges report, available at www.barnet.gov.uk. The waste must be left out for collection and will be emptied within 5 working days, upon receipt of payment.

All crews are trained in manual handling and health and safety. If they feel a sack is unsafe to lift/move, their decision is final.

Policy 22 - Stickers on Containers and Painted Containers

The Council encourage residents to mark up their containers with their property name or number for identification purposes.

The Council reserve the right to insist that only communication stickers provided by the Council will be allowed on containers, or stickers and other markings which residents use to identify their bin e.g. house number. Other advertising/promotional stickers put on the bins without the permission of the Council, will be removed.

Recycling and Waste Policies 2018

Wheeled bins that have had the colour painted or disguised may be removed and a charge made for a new wheeled bin to be delivered.

Policy 23 - Provision of New/Replacement Containers

In 2013, all suitable properties were provided with the recycling containers by the Council. All suitable properties were provided with residual waste containers over the past 20 years.

Any replacement of a Council provided container may be subject to a charge depending on the circumstance of the loss.

Within the Barnet Council area there are a number of containers that have been purchased by residents for residual waste. Should one of these containers go missing, be damaged or destroyed through the fault of the Council, the Council will provide residents with a container as set out below, and with the capacity as set out at policies 1, 2 and 8 of this document. Should one of these containers go missing, be damaged or destroyed through no fault of the Council, any replacement will be offered in line with the capacity as set out at policies 1, 2 and 8, and a charge will be made for this.

Bin Capacity Policy – Grandfather Rights - When residents have had a specific size bin/capacity of residual waste that while they are at that address their existing provision, to the nearest container available, will be provided should the bins need replacing other than due to the fault of the resident, at a cost to the resident. The cost for 2018/19 will be £58.41 per replacement container, above an allowance of one 240 litre wheeled bin per property which will be provided free of charge.

The Council recommend that residents clearly mark the containers at their property with their house number and/or name. Replacement containers may be 'pre-loved' containers which have been pressure washed. Outlined below are details of the different situations which may occur:

Lost and Stolen Containers

If a container has been lost or stolen, residents must check with neighbours and the surrounding area where the container went missing. If containers cannot be found then a request can be made to replace the container. Containers will be replaced in line with policies 1, 2 and 8 in this document. This service may be subject to a charge as set out in our annual Fees and Charges report, available at www.barnet.gov.uk. The replacement container will be delivered within 5 working days of receipt of notification and payment if applicable.

Damaged Containers

If a container has been damaged through day to day usage then a request can be made for a repair or if appropriate a replacement container. The damaged container, however,

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must be left out to be repaired or swapped with an undamaged container. If the damaged container is not left out then a new container will not be left. This service may be subject to a charge. If there is no container to remove then a different charge will be levied. Containers will be replaced in line with policies 1, 2 and 8 in this document. The service may be subject to a charge as set out in our annual Fees and Charges report, available at www.barnet.gov.uk. The repair or replacement container will be delivered within 5 working days of receipt of notification and payment if applicable.

A container which is dirty will not be deemed damaged and will not be replaced. It is the responsibility of residents to clean the containers they are provided with.

New Residents (existing properties)

If a resident has recently moved into a property, it is the responsibility of the new resident to ensure the containers have been left by the previous occupiers. If containers cannot be found then a request can be made for a replacement container(s). This service will be subject to a charge, as set out in our annual Fees and Charges report, available at www.barnet.gov.uk. The replacement container will be delivered within 5 working days of receipt of notification and payment if applicable.

New Developments

For any new development it is the responsibility of the developer, or the new occupier in the second instance, to request and pay for the required recycling and waste containers. The fees for these can be found in our annual Fees and Charges report, available at www.barnet.gov.uk

Containers will only be delivered once payment has been received in full.

Delivery may take up to 4 to 8 weeks from payment dependant on the number and size of bins required.

Containers Lost in Vehicles

Occasionally bins may fall into the back of a vehicle during the emptying process. This will be reported to the Council by the collection crews. When a resident makes a request for a replacement container this will be matched to this report and a replacement will be issued free of charge. Containers will be replaced in line with policies 1, 2 and 8 in this document.

Policy 24 - Inclement Weather

During severe weather we will;

- Continue to undertake the regular scheduled collection of recycling and waste wherever it is deemed safe to do so. The decision on whether it is safe for collection vehicles and collection crews to access a specific location/street must be determined locally by the driver of that vehicle. Among key factors that apply are:
 - road conditions

Recycling and Waste Policies 2018

- pavement conditions
- weather conditions
- access past parked cars
- risks to public and/or the crew
- We will, where possible, try to return and collect missed containers. If this is not possible due to continuing bad weather conditions, we will make alternative arrangements such as asking residents to use their own bags so waste can be stored until the next collection day; whereupon all side waste will be cleared with the exception of garden waste.
- If significant disruption occurs, the Council's website will be updated with information on access and which services are being prioritised. Priority will normally be given to the residual waste service.

All our drivers are trained in making on site risk assessments; they will always have the final say as to whether it is possible to access a road safely and whether frozen pavements are too hazardous for collections.

Vehicles can weigh up to 32 tonnes, and the safety of our crews and the public will always be our first priority.

Policy 25 - Access Issues

Occasionally access cannot be gained to certain areas and streets. This may be due to:

- Road works
- Poorly parked cars
- Delivery vehicles
- Building works
- Overhanging branches
- Road closures

The collection crew will try a number of times to access a road, if they still cannot gain access, this will be reported to the Council. The Council will highlight these areas on its website, where appropriate.

Where the Council has on three occasions attempted to gain access to area but were unable to do so the Council may make alternative arrangements to collect the waste. These may include (but not be limited to):

- Asking residents to use their own bags, and put out side waste on the next collection
- Arrange the delivery of sacks to properties to enable households to have sufficient capacity to last until their next scheduled collection day
- Requesting residents to bring waste to a different collection point.

Policy 26 - Offensive / Hygiene Waste

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The Council does not offer a separate collection for low grade offensive / hygiene waste, i.e. non-infectious waste such as incontinence pads, nappies, feminine hygiene products or similar, unless excessive quantities are produced.

This waste should be double wrapped and placed in the residual waste container. Where a large quantity is being produced then the household may be eligible for additional residual capacity under Policy 7b.

Policy 27 – Infectious Healthcare Waste

The Council offers a collection of healthcare waste and sharps and needles from householders upon application endorsed by a health care professional. (i.e. doctor, hospital or nurse). This application must be made through the Council's prescribed application form.

An agreed collection point, day of collection, frequency of collection, size and type of container and any other specific instructions regarding this service will be decided by the Council. In cases where a regular weekly service is not needed, a request based service will be set up. Requests for service must be made a week in advance. All requests for sharps collections will be a request based service.

The Council may request that residents obtain sharps boxes from their health care professional.

Policy 28 – Bulky Special Household Waste Collections

The Council offers all residents a chargeable bulky waste collection service, information on how to book can be found at www.barnet.gov.uk. The charge for this service is set out in our annual Fees and Charges report, available at www.barnet.gov.uk. All items must be presented outside for collection by 06.00am (06:00h) on the specified day of collection.

All items of waste must be left together as close as possible to the edge of the boundary of the property, as close to the highway or access road as possible, easily accessible for the crews and presented in a safe fashion which does not cause any obstruction or danger to the public.

Items will not be collected from inside houses or outbuildings, back gardens or from up steps. The collection point for properties with difficult access e.g. flats, shall be agreed with the Council before collection. If a site visit is needed to establish a collection point, this will be subject to an additional fee. All larger items will be assessed and priced individually.

Once a booking has been made for this service, additional items cannot be added. If a booking is cancelled five clear working days before the collection is due to take place, a refund will be made, subject to an administration fee (for example if the collection was due to take place on a Wednesday, a refund will be made if the cancellation is made before the previous Wednesday). If a booking is cancelled less than five clear working days before the collection is due to take place then no refund will be available, due to

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administration costs. Full terms and condition for this service will be published on the Council's website and can be found at www.barnet.gov.uk

A list of items that can and cannot be collected can be found at www.barnet.gov.uk

Policy 29 – Events, including Religious Events

The Council may facilitate the collection of additional and/or specific waste, and will publish the arrangements at www.barnet.gov.uk . The arrangements will include the containers that are to be used. The charge for this service is set out in our annual Fees and Charges report, available at www.barnet.gov.uk . Residents will be encouraged to reduce their waste or recycle their waste.

Policy 30 – Places of Worship, Halls and Charities

Where waste arises from a place of worship or from premises used wholly or mainly for public meetings, then one set of standard containers set out at Policy 1A is available. The cost of the containers will be as set out in the Fees and Charges Report available at www.barnet.gov.uk

Where waste arises from premises used wholly or mainly for public meetings (that is exempt from local non-domestic rating by virtue of, in England and Wales, paragraph (1)(b) of Schedule 5 to the Local Government Finance Act 1988), then one set of standard containers set out at Policy 1A is available. The cost of the containers will be at set out in the Fees and Charges Report available at www.barnet.gov.uk .

If the church, mosque, synagogue etc hires out such buildings to other groups not connected with the conduct of religious worship this waste will be treated as commercial waste.

Representations against policy

Any representation against policy can be made by following the guidance at www.barnet.gov.uk

Representation against policy will also be annually reviewed to ensure that our policies continue to comply with relevant guidance.

Legislation

Under the provisions of the Environmental Protection Act, 1990, Barnet Council is a Waste Collection Authority, and as such, under section 45 (1), has a statutory duty to collect household waste from all domestic properties in the borough. Under Section 46(4) of the Act, the Council has specific powers to stipulate:

- The size and type of the collection receptacle(s)
- Where the receptacle(s) must be placed for the purpose of collecting
- The substances or articles which may or may not be placed within the receptacle(s)

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- The frequency of collection(s)

These Recycling and Waste Policies exist to provide clarity on the collection services provided, information on what residents can expect to happen and what they need to do to use the service.

Waste Collection Eligibility

This document refers only to “household waste” as defined by *The Controlled Waste Regulations 2012*.

Definitions

In these policies: -

1. “Bulk Bins” shall mean eurobins and/or paladins and will be referred to by the waste being collected Bulk Bin Residual Waste or Bulk Bin for Commingled recycle.
2. “Bulky Waste” shall mean household waste as defined in the table at Schedule 1, Paragraph 4, points 1 or 2 or 4 or 7 of The 2012 Regulations. That is to say:
 - i) Any article which exceeds 25 kilograms in weight;
 - ii) Any article of waste which does not fit or cannot be fitted into—
 - (1) a receptacle for household waste provided in accordance with section 46 of the Act;
 - (2) or where no such receptacle is provided, a cylindrical container 750mm in diameter and 1m in length
 - iii) Waste which may not be put into a receptacle provided under section 46 of the Act because of a notice served under that section.
3. “Clinical Household Waste” shall mean Clinical Waste and Offensive Waste produced at a domestic property, a residential home, a caravan or a vehicle or vessel used wholly for the purposes of living accommodation which is to be treated as household waste, except that where such a vehicle or vessel is used in the course of a business for the provision of self-catering accommodation, such waste is to be treated as commercial waste and “Offensive Waste” has the meaning given to it by The 2012 Regulations.
4. “Clinical Waste” has the meaning given to it by The 2012 Regulations.
5. “Clinical Waste Sack” shall mean any waste sack of yellow base colour.
6. “Collection Point” shall mean any agreed point where waste is placed by the originator for collection by the Council or a waste carrier.
7. “Commingled Recyclate” shall mean all or any of:
 - i) clean paper;
 - ii) clean cardboard;
 - iii) metal containers for food or drink;
 - iv) glass containers for food or drink;
 - v) household plastic packaging; and
 - vi) cartons for food or drink.
8. “Contamination” shall mean the placement of items within recycle or garden waste containers which are not a part of that waste stream.

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9. "Eurobin" shall mean a metal receptacle constructed in accordance with BS EN 840-2:2004 of capacity over four hundred litres and under thirteen hundred litres.
10. "Garden Waste" shall mean flowers, plants, shrubs, branches and other vegetation suitable for composting. It excludes all food waste, soil, stones, rubble and branches over 20 centimetres in diameter.
11. "Household Waste" has the meaning given to it by section 75 of the Act but excluding waste listed in the table in Schedule 1, Paragraph 4 of The 2012 Regulations.
12. "Low Rise Properties" shall mean houses, bungalows, converted houses, and flat blocks where there are 5 or less dwellings.

Type of Low Rise Property	Examples
Low Rise – Standard	Houses, bungalows, converted houses, flats blocks where there are 5 or less dwellings
Low Rise – Modified	House with no frontage and no rear access, bungalow with steep step only access
Low Rise – Modified and requiring "Single use" container collection	Property on a high street, property above a shop

15. "Notice" shall mean a notice issued under section 46 of the Act for household waste and waste listed in the table in Schedule 1, Paragraph 4 of The 2012 Regulations or issued under section 47 of the Act for commercial and industrial waste.
16. "Public Highway" shall mean any street maintainable at the public expense for the purposes of the Highways Act 1980.
17. "Receptacle" has the meaning given to it by section 46 of the Act for household waste, and Schedule 1, Paragraph 4 of The 2012 Regulations, or section 47 of the Act, for commercial and industrial waste.
18. "Recyclate" shall mean any waste segregated from household waste or trade waste receptacles and sent for treatment other than disposal.
19. "Recycling Sack" shall mean a plastic sack made in accordance with BS EN 13592:2003, with a base colour of Clear for Household Waste.
20. "Residual Waste" shall mean household waste or trade waste other than separately stored clinical waste, recyclate, garden waste or bulky waste.
21. "Sharps Box" shall mean any waste box of yellow base colour.
22. "Storage Point" shall mean any other point where waste is stored prior to placement at the collection point.
23. "Street" has the meaning given to it by section 343 of the Public Health Act 1936.
24. "The 2012 Regulations" shall mean the Controlled Waste (England and Wales) Regulations 2012.
25. "The Act" shall mean the Environmental Protection Act 1990.

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26. "The Council" shall mean the London Borough of Barnet.
27. "Waste Sack" shall mean a plastic sack made in accordance with BS EN 13592:2003 with a base colour of purple for Household Residual Waste
28. "Wheeled Bin" shall mean a receptacle constructed in accordance with BS EN 840-1:2004 of capacity up to four hundred litres.
29. "Wheeled Bin" shall mean a two wheeled plastic bin of capacity under four hundred litres and will be referred to by the waste being collected for Residual Waste or Commingled Recyclate, or Garden Waste.

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Appendix A – Container Volume Provision

The table below outlines the containers which are available to households in Barnet:

Container Provision overview				
	Low Rise - Standard	Low Rise - Modified	Single Use Container Collections	Communal
Residual waste	1 x Black 240L bin ¹	Up to 200 x Purple 70L disposable sacks a year	Up to 200 x Purple 70L disposable sacks a year	Various, refer to Policies 1a and 2
Mixed Recycling	1 x Blue 240L bin ¹	Up to 200 x Clear 80L disposable sacks a year	Up to 200 x Clear 80L disposable sacks a year	Various ²
Garden Waste	1 x Green 240L bin	1 x Green 240L bin	N/A	1 x Green 240L bin per 5 flats
Textiles	TBC	TBC	TBC	TBC
Health Care Waste	Dependent on need	Dependent on need	Dependent on need	Dependent on need
Sharps	Dependent on need	Dependent on need	Dependent on need	Dependent on need

¹ For small blocks of flats the provision is as per: Policy 1a for existing blocks and Policy 3 for new blocks.

² Where an operational service exists.

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Appendix C - Risk Table for Recycling and Waste Strategy 2016 to 2030 and Action Plan, September 2018

<i>Description</i>	<i>Nature</i>	<i>Initial Assessment (without controls)</i>			<i>Controls & mitigations in place</i>	<i>Residual Assessment (with controls)</i>		
		<i>Impact</i>	<i>Likelihood</i>	<i>Risk Score</i>		<i>Impact</i>	<i>Likelihood</i>	<i>Risk Score</i>
Activities in the Action Plan are not implemented in a timely manner, leading to continued high levels of residual municipal waste and lower levels of recycling, which result in the non achievement of the 50% municipal recycling target and the non achievement of the 50% household recycling target, and high costs for the disposal of residual waste	Finance	3	4	12	<ul style="list-style-type: none"> Recycling and Waste Strategy and associated Action Plan Working with North London Waste Authority on future tonnage and cost projections Keeping Members and Senior Officers up to date on future projections. 	3	3	9

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Appendix D

Initial Equality Analysis (EIA) Resident/Service User

1. Details of function, policy, procedure or service:	
Title of what is being assessed: New Household Recycling and Waste Policies	
Is it a new or revised function, policy, procedure or service? 30 formal Household Recycling and Waste Policies, most of which are formalising operational practise and some of which are new policies.	
Department and Section: Environment Commissioning Group (author of the policies) and Street Scene Delivery Unit (who provide the Recycling and Waste services)	
Date assessment completed: 30 August 2018	
2. Names and roles of people completing this assessment:	
Lead officer	Nicola Cross, Strategic Lead - Clean and Green
Other groups	N/A
3. Employee Profile of the Project	<p>Will the proposal affect employees? Yes</p> <p>The proposals will not significantly affect employees as the proposals are focused on household waste and residents. Employees will have a small indirect effect by for example the implementation of the policy relating to side waste, where it will affect what the collection crews will be collecting.</p>

4. How are the following equality strands affected? Please detail the effect on each equality strand, and any mitigating action you have taken / required. Please include any relevant data. If you do not have relevant data please explain why / plans to capture data			
Equality Strand	Affected?	Explain how affected	Indicate what action has been taken / or is planned to mitigate impact?
1. Age	Yes	Individuals may be affected by the policy on Assisted Collections as the policy is being formalised and regular checks will be undertaken. However where someone can demonstrate that they meet the criteria an Assisted Collection will be available.	No further action is being taken as the new Recycling and Waste Policies are designed to be fairer and consistent, and where an individual meets the qualifying criteria for the Assisted Collection Policy the service will be provided.
2. Disability	Yes	Individuals with a disability may be	No further action is being taken as the new

		affected by the policy on Assisted Collections as the policy is being formalised and regular checks will be undertaken. However where someone can demonstrate that they meet the criteria an Assisted Collection will be available. The policy on additional recycling and waste capacity is also being formalised, however where someone can demonstrate that they meet the criteria additional capacity will be available.	Recycling and Waste Policies are designed to be fairer and consistent, and where an individual meets the qualifying criteria the service will be provided.
3. Gender reassignment	No	No anticipated impact.	No change.
4. Pregnancy and maternity	No	No anticipated impact.	The policy on additional refuse capacity is being formalised, and in households where there are 2 or more children in nappies residents can request additional recycling and waste capacity. The new Recycling and Waste Policies will be published on www.barnet.gov.uk
5. Race / Ethnicity	No	No anticipated impact.	In the future we expect our practises to have a greater focus on reducing, reusing and recycling our waste.
6. Religion or belief	No	In the past we have taken account of religious events such as Passover and Christmas, and there are no anticipated impacts as a result of these policies.	In the future we expect our practises to have a greater focus on reducing, reusing and recycling our waste.
7. Gender / sex	No	No anticipated impact.	No change.

8. Sexual orientation	No	No anticipated impact.	No change.
9. Marital Status	No	No anticipated impact.	No change.
10. Other key groups?			
<ul style="list-style-type: none"> Carers 	No	No anticipated impact.	No further action is being taken as the new Recycling and Waste Policies are designed to be fairer and consistent, and where an individual meets the qualifying criteria for the Assisted Collection Policy and/or the Additional Recycling and Waste Capacity, the service will be provided.
<ul style="list-style-type: none"> People with mental health issues 	No	No anticipated impact.	No further action is being taken as the new Recycling and Waste Policies are designed to be fairer and consistent, and where an individual meets the qualifying criteria for the Assisted Collection Policy and/or the Additional Recycling and Waste Capacity, the service will be provided.
<ul style="list-style-type: none"> Some families and lone parents 	No	No anticipated impact.	No further action is being taken as the new Recycling and Waste Policies are designed to be fairer and consistent, and where an individual meets the qualifying criteria for the Assisted Collection Policy and/or the Additional Recycling and Waste Capacity, the service will be provided.
<ul style="list-style-type: none"> People with a low income 	No	No anticipated impact.	No change.
<ul style="list-style-type: none"> Unemployed people 	No	No anticipated impact.	No change.

<ul style="list-style-type: none"> • Young people not in employment education or training 	No	No anticipated impact.	No change.
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5. Please outline what data sources, measures and methods could be designed to monitor the impact of the new policy or service, the achievement of intended outcomes and the identification of any unintended or adverse impact?

Include how frequently monitoring could be conducted and who will be made aware of the analysis and outcomes

For the Assisted Collection Policy the implementation date for new customers is 4 November 2018, with a longer term implementation programme planned for existing customers. Data will be gathered on what criteria residents have met in order to have the service. In addition a questionnaire could be used to gather data on the protected characteristics of: religion, disability, race and age.

For the Additional Recycling and Waste Capacity Policy the implementation date for new customers is 4 November 2018, with a longer term implementation programme planned for existing customers. Data will be gathered on what criteria residents have met in order to have the service. In addition a questionnaire could be used to gather data on the protected characteristics of: religion, disability, race and age.

The results of the survey over a defined period could be used to identify any impact of the policies. Regular updates on the progress of the Recycling and Waste Strategy will be provided to Environment Committee. The impact of new Recycling and Waste policies could be reported to a future meeting.

The policies are designed to create a fairer system that encourages waste reduction, reuse and recycling. The policies will be published on www.barnet.gov.uk

6. Initial Assessment of Overall Impact		
Positive Impact	Negative Impact or Impact Not Known¹	No Impact
		√
7. Scale of Impact		

¹ 'Impact Not Known' – tick this box if there is no up-to-date data or information to show the effects or outcomes of the function, policy, procedure or service on all of the equality strands.

Positive impact	Negative Impact or Impact Not Known √	
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8. Outcome			
No change to decision √	Adjustment needed to decision	Continue with decision <i>(despite adverse impact / missed opportunity)</i>	If significant negative impact - Stop / rethink

9. Please give a full explanation for how the initial assessment and outcome was decided.
<p>The Council's Strategic Equalities Objective is: that citizens will be treated equally, with understanding and respect, and will have equal access to quality services which provide value to the tax payer.</p> <p>The new Recycling and Waste Policies formalise existing practise for services such as Assisted Collections and additional waste capacity. The initial assessment is therefore that there will be no impact. However as there is currently incomplete data on who uses these services it will not be possible to assess the scale of the impact until the new policies are implemented.</p> <p>Within the new Recycling and Waste Policies there are some completely new policies for Barnet such as arrangements for additional garden waste bins. It will be through the implementation of these policies that any impacts will be identified. It is not anticipated that the impacts will be large as the policies have been developed taking into account good practise from other local authorities and the Waste and Resources Action Programme (WRAP).</p>

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Environment Committee 13th September 2018
Appendix E – Missed Bin Data 2018/19 and 2017/18

	Missed Bins per 100,000			
	Black Bin	Blue Bin	Green Bin	Brown Bin
Apr-18	27	16	19	5
May-18	15	9	23	6
Jun-18	10	10	39	9
Jul-18	19	14	48	16
Aug-18	13	9	36	9
Sep-18				
Oct-18				
Nov-18				
Dec-18				
Jan-19				
Feb-19				
Mar-19				

	Missed Bins per 100,000			
	Black Bin	Blue Bin	Green Bin	Brown Bin
Apr-17	13	12	25	5
May-17	10	7	25	6
Jun-17	15	10	35	7
Jul-17	13	7	22	6
Aug-17	11	8	15	6
Sep-17	8	8	18	5
Oct-17	6	6	15	6
Nov-17	5	3	13	3
Dec-17	8	5	10	5
Jan-18	12	5	4	9
Feb-18	9	5	46	13
Mar-18	12	7	15	8

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	<h2>Environment Committee</h2> <h3>13 September 2018</h3>
<p style="text-align: right;">Title</p>	<p>Implementation of the Council’s Parks and Open Spaces Strategy</p>
<p style="text-align: right;">Report of</p>	<p>Chairman of the Environment Committee</p>
<p style="text-align: right;">Wards</p>	<p>All</p>
<p style="text-align: right;">Status</p>	<p>Public</p>
<p style="text-align: right;">Urgent</p>	<p>No</p>
<p style="text-align: right;">Key</p>	<p>No</p>
<p style="text-align: right;">Enclosures</p>	<p>None</p>
<p style="text-align: right;">Officer Contact Details</p>	<p>Cassie Bridger: Strategic Lead: Greenspaces and Leisure 020 8359 2308: Cassie.Bridger@barnet.gov.uk Dennis Holmes: Lead Commissioner: Greenspaces 07753 686 111: Dennis.Holmes@barnet.gov.uk</p>

<h2>Summary</h2>
<p>Members will recall that at its May 2016 meeting the Committee adopted the Parks and Open Spaces Strategy (POSS) which sets a clear and ambitious vision and action plan for the future management and improvement of the approximately 200 green spaces owned and managed by the Council: including a set of priorities for investment in and alternative uses for sites, based on a social value/quality analysis:-</p> <p>“Barnet’s green spaces will be amongst the best in London and LBB is seen as a national leader in the provision of suburban parks. It is committed to ensuring that its green spaces deliver a wide range of economic, social and environmental benefits for all who live, work in or visit the Borough.”</p> <p>This is the second annual progress report on the implementation of the POSS. It reflects significant achievement and updates members of the Committee on initiatives already agreed for implementation, additional actions embarked upon to achieve MTFs savings requirements and demonstrates success in partnership working and attracting partnership funding.</p>

Recommendations

1. That the Environment Committee notes the progress made in 2017/2018 on the delivery of the Parks & Open Spaces Strategy.
2. That the Committee agrees to explore the implementation of charging for the use of car parks in Greenspaces sites as proposed in paragraphs 2.2 and 2.3 of this report and authorises the Strategic Director: Environment to develop and consult on proposals on an individual site basis and report the outcome of that work and detailed proposals to a future meeting of the Committee.
3. That, with regard to the draft Copthall Sports Hub and Mill Hill Open Spaces masterplan, the Environment Committee:-
 - notes the response to the public consultation;
 - agrees the amendments to the draft masterplan for the Copthall Sports Hub arising from the public consultation as described in paragraphs 3.2.iv to viii of this report; and that the amended masterplan is subject to further public consultation;
 - endorses the making of an application for CIL and/or Section 106 funding to fund necessary infrastructure works to enable the development of the Copthall Sports Hub (paragraph 3.2.xvi of this report refers);
 - authorises the Strategic Director: Environment to develop and submit a planning application for the development of the Copthall Sports Hub in accordance with the amended masterplan (paragraph 3.2.xvi of this report refers);
 - authorises the Strategic Director: Environment to develop and implement outline business cases for the delivery of the amended Copthall Sports Hub masterplan in accordance with the Parks and Open Spaces Strategy and the Council's Contract Procedure Rules; taking the outcome of the further public consultation into account (paragraphs 3.2.ix to xvi of this report refer);
 - notes that the Strategic Director: Environment will explore options for the use of facilities within the Copthall Sports Hub by the Hasmaneian School with representatives of the school (paragraphs 3.2 xvii to xxvi of this report refer).

1. WHY THIS REPORT IS NEEDED

- 1.1 This report updates members of the Committee on progress on the delivery of the POSS. Whilst the report relates principally to the delivery of agreed capital schemes, it should be noted that the Council's green spaces are being managed and maintained within the context of decreasing revenue funding required by the Medium Term Financial Strategy (MTFS) and the PSR processes.

2. GREENSPACES REVENUE POSITION

- 2.1 Revenue savings required by previous MTFS rounds are being delivered but it should be recognised that, if not appropriately managed, the delivery of the POSS may result in increased net revenue costs in the future; thus compromising the MTFS. To ensure future MTFS delivery, additional cost reductions are being delivered by:-
- reducing maintenance of low quality/low value sites pending the identification of alternative uses;
 - reducing floral bedding to a small number of key sites; including the Hendon Town Hall and memorials;
 - ceasing the overnight locking of parks, following consultation with the Community Safety Team
- 2.2 A review of opportunities to generate income and deliver parks improvements has been considered. This includes car park charging in parks and open spaces. Indicative modelling suggests a net revenue in the order of £150,000 per annum is achievable, commencing in 2019/2020.
- 2.3 A charging model currently applies at Hendon Park and it is proposed that this is extended, with statutory consultation conducted on an individual site basis. Implementation of a greenspaces car park charging programme will be reported to a future meeting of the Committee for noting prior to being considered for adoption by the Policy and Resource Committee.
- 2.4 In addition Greenspaces Officers have identified and are exploring additional sources of income in the longer term from the use of the Borough's green spaces. These include:-
- Marketing and establishing suitable sites as venues for appropriate events on a commercial hire basis;
 - Use of appropriate sites for the generation of renewable energy and securing/smoothing existing electricity supplies;
 - Reviewing Greenspaces tenancies to ensure the maximisation of income from commercial uses.
- 2.5 A number of significant capital schemes have either been commenced or are proposed within the POSS. Given the MTFS and PSR requirements these schemes are being developed on the basis of their future operation and management, once completed, delivering, at worst, revenue cost neutrality and, wherever possible, delivering revenue surpluses. The Natural Capital Account for Barnet's Greenspaces developed and adopted in 2017 will be applied to prioritise and identify rates of return on investment in sites.
- 2.6 Taken together, these initiatives will result in further and sustainable reductions in the revenue cost of the Greenspaces Service and contribute to the delivery of MTFS and PSR savings targets.

3. INDIVIDUAL INITIATIVES

3.1 Progress to date on individual initiatives follows.

3.2 Cophall Sports Hub and Mill Hill Open Spaces Masterplan

- i. At the March 2018 meeting, the Committee agreed the draft masterplan as the long term vision for the site and agreed that it should be subject to public consultation. The masterplan is accessible at <https://open.barnet.gov.uk/dataset/cophall---mill-hill-open-space-masterplan?q=cophall>
- ii. Whilst the number of respondents to the consultation is relatively low at 40, the draft masterplan was developed following significant consultation with users of and stakeholders of the sites. In response to the consultation, many of these organisations confirmed their previous input to the masterplanning process rather than returning additional responses. This level of response may also be attributable to Cophall being regarded a purely a sports site; with little in its offer to attract non sports users.
- iii. The report on the outcome of the consultation which is broken down into individual site responses is accessible at <https://open.barnet.gov.uk/dataset/cophall---mill-hill-open-space-masterplan?q=cophall> ; from which it will be seen that 80.77% of responses were supportive of the proposal.
- iv. There have also been positive responses from key partners and stakeholders: National Governing Bodies of Sport, Middlesex University and Saracens RFC. These are also available at <https://open.barnet.gov.uk/dataset/cophall---mill-hill-open-space-masterplan?q=cophall>
- v. The response to the consultation validates the adoption of the draft masterplan as the longer term vision for the Cophall Sports Hub and Mill Hill Open Spaces to provide not only enhanced opportunities for sport but also wider leisure/recreational and nature conservation opportunities.
- vi. Taking the consultation responses and ongoing discussions with key stakeholders into account it is proposed to update the masterplan subject to a number of amendments:-
 - An explicit reference to be included in the draft masterplan to the continuing use of the Cophall site for Athletics; as requested by the Barnet and Shaftesbury Harriers Athletics Clubs;
 - The establishment within the Cophall site of an enhanced community cricket facility; as proposed by the England & Wales Cricket Board in partnership with the Middlesex County Cricket Club;
 - Deletion of the artificial grass pitch (AGP) for Rugby from the scheme at this stage to allow early development of the AGP's for Football within the Cophall, and further discussion between the RFU, the Council and the rugby clubs on the site regarding the future location of the artificial pitch;

- An explicit reference to be included in the draft masterplan to the Metro Golf facility within the Copthall site; together with updated usage figures;
 - Deletion of a specific location within the Copthall site for tennis courts at this stage to allow further discussion with the LTA and would be operators over the most appropriate location for the courts within the site.
- vii. An updated draft spatial masterplan for the Copthall Sports Hub, taking these changes into account, will be accessible at <https://open.barnet.gov.uk/dataset/copthall---mill-hill-open-space-masterplan?q=copthall> and the Committee is requested to endorse these changes.
- viii. It is not intended, at this stage, to update the proposals relative to the other Mill Hill Open Space sites other than Sunny Hill Park in the context of creating the link to Middlesex University Hendon campus.
- ix. The need to protect the natural environment and ensure that ecological and similar surveys will be undertaken with regard to any development, the need to improve transport, including public transport links and car parking are thematic issues of particular concern. These will be fully taken into account and responded to in the next stages of the delivery of the masterplan.
- ix. As regards the next stages of delivery of the draft masterplan, it is proposed to concentrate on the Copthall Sports Hub as this element is the most complex of the proposals, generates the greatest concern over traffic and access and nature conservation issues but has the greatest potential to contribute to the delivery of the MTFs and PSR processes. The remainder of this section of the report relates to the creation of the Copthall Sports Hub, including the creation of the link to the Middlesex University Hendon Campus through Sunny Hill Park, with proposals for the remaining sites being developed in the future.
- x. The above amendments (at paragraph 3.2.vi) to the revised draft masterplan for the Copthall Sports Hub will need to be subject to further public consultation, as will the detailed proposals for the hub's individual elements, with the outcome being taken into account in the next stage of implementation.
- xi. The estimated capital cost of delivering the masterplan which is a long term project which will take several years is in the order of £75M in total; with approximately £53M being required for the Copthall Sports Hub element. Whilst these estimated capital costs are significant, they are congruent with the Greenspaces Capital Investment Programme by the Environment Committee at its November 2016 meeting. The works required to take the masterplan to the next stage, as described in sub paragraphs xiv to xvi below are estimated to cost £150,000 with regard to which funds are included in the approved capital programme and are estimated to require 6 to 12 months to complete.. Early engagement with partners and funding bodies indicates that partnership funding may be forthcoming for elements of the masterplan. Potential funding partners include:-

- Transport for London;
 - National Governing Bodies of Sport;
 - Sport England;
 - Football Foundation;
 - Middlesex University;
 - Investors in individual facilities.
- xii. Initial financial modelling demonstrates that, subject to appropriate capital investment and partnership working, the draft masterplan proposals are capable of operational revenue cost neutrality, including ongoing maintenance costs, and, as the new facilities establish themselves, moving to generating an operating revenue surplus. This is clearly in line with the Council's wider financial strategy. In this context it is anticipated that the Council will adopt a 'facilities management' role relative to the operation of the site by providing the necessary infrastructure through CIL and/or future Section 106 contributions.
- xiii. Necessary site surveys are being undertaken and an application for planning consent is being developed to allow the early development of the artificial grass pitches (AGP's) in Copthall to contribute to the MTFs requirement to improve income from the hiring of pitches.
- xiv. Given its scale and complexity the draft masterplan for the Copthall Sports Hub has been broken down into individual packages for design development, outline business planning and capital funding package development work within the wider draft masterplan:-
- Enabling and preliminary infrastructure works;
 - Develop AGP's for Football;
 - Improve grass pitches for Cricket and Football;
 - Improve entrance routes to, and routes through, the site: including the link to Middlesex University Hendon Campus through Sunny Hill Park;
 - Create new and additional car parking;
 - Develop Central Hub;
 - Develop Community Cricket facility;
 - Create BMX trails and nature conservation areas;
 - Create Tennis facility.
- xv. Work will also be undertaken on the creation of a specific brand and identity for the Copthall site within the wider LBB identity and house style.
- xvi. The outcome of this further work will be reported to future meetings of the Environment Committee for approval. In the meantime, the Committee is requested to endorse:-
- the development and submission of an application for planning consent for the Copthall Sports Hub; and
 - bid for a CIL and/or Section 106 contribution towards the cost of infrastructure works at Copthall.

- xvii. The response to the public consultation from Planning Consultants acting on behalf of the Hasmonean School is included in the consultation response report.
- xviii. Members may recall that in 2017 the Hasmonean school applied for planning consent to build a new school and sports facilities on the western part of the Copthall site.
- xix. Following a resolution in favour of overturning the officers' recommendation and granting approval (by a margin of one vote) at the Council's Planning Committee application was referred to the Mayor of London who directed that the application be refused on the basis of:-
- inappropriate development on Green Belt Land; and
 - the loss of open space and lack of sustainable transport measures to support the development.
- xx. The Mayor however indicated that he would be "minded to withdraw the direction if the applicant were to submit revisions to the application that would:-
- propose to provide the new school within the curtilage of the existing Hasmonean girls school site;
 - minimise the impact on Green Belt; and
 - address concerns regarding the lack of sustainable transport measures"
- xxi. The Hasmomean school proposals have been updated to respond to the Mayor's direction to ensure the school buildings are kept within the curtilage of the existing girls school site, alongside staff car parking. The school however are still indicating an interest in taking control of two areas to the west of the Copthall site. These are designated in the masterplan proposals for nature conservation and circular routes to support the transformation of the site into a destination park. The school has an interest in these fields to provide recreation space and sports facilities for the school where community access would be granted outside school hours..
- xxii. The proposals would require repositioning of one of the artificial grass pitches for football, requiring a redesign of the central hub facility and repositioning of the second pitch. Agreement to these proposals would require a major revision to the masterplan, would not guarantee that the same outcomes could be met across the site and would incur costs and delays.
- xxiii. The outline masterplan proposals have been developed on the basis of the operation of the Copthall site being, at worst, revenue cost neutral and, as the facility establishes itself generating a revenue surplus in line with MTFs and PSR requirements. The inclusion of the two artificial grass pitches for football in the outline plan are key in delivering early MTFs savings as the financial

modelling assumes the Council taking a significant income from their operation.

- xxiv. The positioning of the two artificial grass pitches for football has been defined in consultation with the Middlesex Football Association and the Football Foundation. Subject to the Council making a successful application, the Foundation has included a significant allocation in their funding stream towards the creation of the artificial pitches. Any change to the artificial grass pitch proposals will constitute a real risk of the Football Foundation withdrawing its funding and the Council receiving a reduced income from their operation. There would also be an issue of damage to the Council's credibility and reputation.
- xxv. A key principle of the Copthall Sports Hub masterplan is to provide enhanced sport, recreational and nature conservation facilities and opportunities for all of Barnet's communities: whilst operating, in the longer term, at a surplus. In this context, it is clearly appropriate for schools to be able to use the facilities to be provided in the masterplan in the wider context of them being managed on the basis of access to all. The proposals from the school assume it will take control of parts of the site and this is considered to be incompatible with the principles underpinning the Copthall Sports Hub masterplan and the wider Parks and Open Spaces Strategy.
- xxvi. Officers will meet representatives of the school to explore possible mechanisms for use of the facilities by the school in the context of the current masterplan proposals.

3.3 West Hendon Playing Fields Sports Hub Masterplan

- i. The development of this masterplan was agreed at the July 2017 meeting of the Committee.
- ii. An initial concept proposal has been developed following partner and stakeholder consultation. This proposal was subject to wider public consultation in August/September; with the outcome informing the development of the draft masterplan for the site.
- iii. The draft masterplan will be submitted to the January 2019 meeting of the Committee for approval.

3.4 Barnet Playing Fields and King George V Playing Field Sports Hub Masterplan

- i. The development of this masterplan was also agreed at the July 2017 meeting of the Committee.
- ii. An initial concept proposal has been developed following partner and stakeholder consultation. This proposal was subject to wider public consultation in August/September; with the outcome informing the development of the draft masterplan for the site.
- iii. The draft masterplan will be submitted to the January 2019 meeting of the Committee for approval.

3.5 Victoria Park Masterplan.

- i. Again, the development of this masterplan was agreed at the July 2017 meeting of the Committee.
- ii. A draft masterplan has been developed for the site and was subject to public consultation during the summer months.
- iii. The outcome of the public consultation will inform the final masterplan proposal which, together with the consultation outcome, will be reported to the November 2018 meeting of the Committee for adoption.

3.6 North West Green Belt Sites Masterplan

- i. This masterplanning exercise relates to the Scratchwood and Moat Mount Open Spaces, Barnet Woods and Stoneyfields Park. Its development was agreed at the July 2017 meeting of the Committee.
- ii. It was originally anticipated that the study would be undertaken in 2018 but the work has been deferred pending the completion of a review of Green Belt and Metropolitan Open Land as part of the wider Local Plan review..
- iii. It is now anticipated that the masterplanning work will be undertaken in 2019, with the outcome being reported to a future meeting of the Environment Committee.

3.7 Colindale Parks Improvements Programme

- i. These three projects will create high quality green spaces to support the Colindale Regeneration Programme as the majority of the new housing being created has no private green space:-
 - A major refurbishment of Montrose Recreation Ground and Silkstream Park; linking the two sites to create a single new 'Silkstream Valley Park';
 - Refurbishment of Colindale Park;
 - Refurbishment of Rushgrove Park;
- ii. Contractors have been appointed, following an open tender process to undertake the landscaping works at Montrose/Silkstream Start on site is anticipated in late October/early November with an estimated 15 to 18 month contract period.
- iii. Detailed designs are being developed for a new park hub building, including a cafeteria, changing rooms and public toilets, which will be subject to a separate open tender exercise, subject to which, completion is anticipated in 2019/2020.
- iv. The estimated total cost of the refurbishment is £5M, with regard to which partnership funding of £324,000 and £80,000 has been confirmed by the Greater London Authority and Environment Agency respectively. The formal funding agreements relative to these awards are being finalised and applications will be made for these amounts to be added to the scheme budget. The outcome of further applications

for funding to the London Marathon Charitable Trust and the Football Foundation are awaited.

- v. An open tender exercise has been commenced for landscape architecture services to develop detailed designs for Colindale and Rushgrove Parks, support the construction tender process and oversee the contractors once appointed. Refurbishment works are scheduled for completion in 2020.

3.8 Heybourne Park Improvements

- i. Heybourne Park is a key green space within the Graham Park Regeneration Area which will be refurbished as part of the wider redevelopment scheme.
- ii. Whilst the wider scheme is currently under review, the Greenspaces Team has been closely involved in the development of a detailed design for the park to be included within the development following the review.

3.9 Parks Improvements

- i. In addition to the major refurbishment schemes described above, the Greenspaces Development Team has completed a number of site specific improvements and enhancements: typically funded from Section 106 contributions and Area Committee allocations:-
 - Play area improvements at Stonegrove Park, Watling Park, Swan Lane Open Space, Deansbrook Playground;
 - A new trim trail at Copthall;
 - Replacement surface to the play area at Hollickwood Park;
 - Design and installation of Active Trails at Friary Park and Oak Hill Park as the commencement of a wider programme funded by the Chipping Barnet Area Committee;
 - Design and installation of the Memorial Garden for Sir Nicholas Winton in Princes Park;
 - Design and implementation of sustainable shrub schemes and planting of over 140,000 spring bulbs.

3.10 Tree Policy

- i. In September 2017 the Committee approved Tree Policy and the Council agreed total investment of £2.25M with the target of planting 900 trees per year over the 5 year life of the policy as a response to the urban heat island effect and atmospheric pollution; in addition to supporting the POSS delivery.
- ii. Work has commenced on the planting of the first 900 trees. In addition, a review of baseline data has been undertaken to understand the Borough's tree canopy cover and inform the future development and implementation of the policy.
- iii. Greenspaces Officers are currently exploring an Urban Tree Research Programme linked to the Tree Policy in partnership with the University of Reading.

3.11 Policy Work

- i. Greenspaces Officers are working closely with Planning on the Greenbelt and Metropolitan Open Land Review as part of the evidence base for the forthcoming Local Plan Review to assist in delivering the POSS and associated strategies
- ii. Greenspaces Officers are also involved in the development of the Local Implementation Plan Review (LIP3) with specific reference to the and contribution that greenspaces can make to the development and delivery of a Borough wide network of cycleways and footpaths to contribute to a strategy for alternative means of travel to help reduce reliance on cars.

3.12 Former NIMR Site, Mill Hill

- i. The section 106 Agreement attached to the development of the former NIMR site includes a requirement for the freehold of the former sports field to the northwest of the wider site to be transferred to the Council at nil consideration.
- ii. The necessary conveyance work is being undertaken and, following completion, the site will be used to provide additional sports pitches in accordance with the Playing Pitch Strategy.

4. REASONS FOR RECOMMENDATIONS

- 4.1 **Recommendations 1 and 2** – to ensure appropriate delivery of the POSS on a financially sustainable basis.
- 4.2 **Recommendation 3** – to allow the development of the draft Cophall Sports Hub and Mill Hill Open Spaces masterplan to move to the next stage of planning and development.

5. ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED

- 5.1 The above recommendations will contribute to the delivery of the previously approved Parks and Open Spaces Strategy, including the delivery of the agreed Cophall Sports Hub and Mill Hill Open Space masterplan.
- 5.2 The alternative option is not to proceed with exploring further charging in car parks and not to progress the delivery of the Cophall Sports Hub and Mill Hill Open Spaces masterplan proposals. These are not recommended as they will not contribute to the delivery of the previously approved Parks and Open Spaces Strategy.

6. POST DECISION IMPLEMENTATION

6.1 If the Committee is minded to agree the above recommendations:-

- The updated Copthall Sports Hub Masterplan will be subject to further public consultation;
- Appropriate additional resources will be engaged in accordance with the Council's Contract Procedure Rules relative to the design development, outline business planning and capital funding packages required for the next stages in the development of the Copthall Sports Hub Masterplan;
- Detailed proposals for Victoria Park and the West Hendon and Barnet/King George V Playing Field will be developed following public consultation and submitted to a future meeting of the Committee for approval;
- The Greenspaces Development Team will continue to work on strategies for net revenue cost reduction and alternative uses for low priority sites as described in this report;
- Regular progress reports on implementation of the wider POSS and the specific initiatives will be submitted to future meetings of the Committee.

7. IMPLICATIONS OF DECISION

7.1 Corporate Priorities and Performance

7.1.1 The Council's Corporate Plan says:-

- Barnet's Parks and Greenspaces will be amongst the best in London;
- Resident feedback consistently shows that Barnet's Park and Greenspaces are amongst its biggest assets and a strong influence for people deciding to live here;
- The Council recognises this and will continue to ensure that the Borough's Parks and Greenspaces are looked after;
- The Council will develop more innovative ways of maintaining its Parks and Greenspaces; including through greater partnerships with community groups and focus on using parks to achieve wider public health priorities for the Borough.

7.1.2 The Joint Health and Wellbeing Strategy says:-

- Barnet is now the largest Borough in London by population (367,265 at the end of 2015) and is continuing to grow. The highest rates of population growth are forecast to occur around the planned development works in the west of the Borough; with over 113% growth in Golders Green and 56% in Colindale by 2030;
- Barnet Sport and Physical Activity Needs Assessment (2012) highlighted that whilst health behaviours and outcomes are more favourable in Barnet than in England as a whole, sport and physical activity rates and the use of outdoor spaces are below the national average;
- A breadth of evidence demonstrates that a more active lifestyle is

essential for physical and mental wellbeing. Regular physical activity helps reduce the risk of stroke, type II diabetes, development of dementia, incidences of heart disease, cancers and high blood pressure. Physical activity supports the prevention and management of long term conditions as well as being a component of achieving and maintaining a healthy weight;

- Physical inactivity currently costs the UK economy £7.2 billion. Additional costs are incurred via the wider economy through increased sickness absence, premature death of productive individuals and increased costs for individuals and their carers;
- Within Barnet the health costs of physical inactivity currently amount to £6.7 million. This is approximately £1.9 million per 100,000 of the Borough's population. However, as measured by the Sport England Active People Survey Data (APS9 Quarter 2) 43.8% of the Borough are currently inactive and would like to do more;
- The number of people with mental health conditions is predicted to increase as the population grows. In November 2014, the Health and Wellbeing Board identified prevention of and early intervention in mental health problems as a priority. Mental health is our key priority in year one of the LHWB Strategy with partners coming together to make a positive impact for all of our residents;
- Maximise the potential of improvements to and changes in the management of open spaces where this could support improved mental wellbeing.

7.1.3 Local Plan Policy CS7 says the Council will create a greener Borough by:-

- Enhancing open spaces to provide improvements in overall quality and accessibility;
- Meeting increased demand for access to open space and opportunities for physical activity;
- By tackling deficiencies and underprovision.

7.1.4 Investment in and improvement of Barnet's greenspaces to support growth and wellbeing in Barnet will also result in the delivery of a range of outcomes linked to other Council strategies:-

- Growth Strategy: creating the environment for growth;
- Regeneration Strategy;
- Fit and Active Barnet Strategy;
- Community Safety Strategy;
- Entrepreneurial Barnet Strategy.

7.1.5 The residents' perception survey for Barnet shows a decline in satisfaction parks and open spaces: from 70% in 2013 to 66% in 2016. Consultation with residents undertaken as part of the development of the Parks and Open Spaces Strategy shows a decline in Barnet's parks and open spaces rated 'good' or 'excellent' from 28% to 14% from 2009 to 2015.

7.1.6 It is probable that failure to address the decline in residents' satisfaction with parks and open spaces will result in a reduction in the numbers of individuals, families and groups that visit and use parks for informal physical activity and/or organised sport. Such a reduction would have an adverse effect on the delivery of the Joint Health and wellbeing Strategy outcomes.

7.2 Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)

7.2.1 **Finance, Value for Money and Procurement** – The proposals in this report are compatible with the Greenspaces Capital Investment Programme agreed by Environment Committee at its November 2016 meeting and the majority of expenditure to date is funded by Section 106 contributions already agreed with developers, the ring fenced capital receipt from the sale of the Victoria Park Lodge and the approved Regeneration capital programme.

7.2.2 Financial resources required to fund the design, outline business case and Capital funding package development work to take implementation of the draft masterplan to the next stage; including applying for planning consent, as described in this report, are estimated to total £150,000 and are included in the Council's approved capital programme.

7.2.3 There is no funding place for the development of the Copthall Sports Hub. Blended capital funding packages will be developed as part of the next stage of development work described above, in conjunction with strategic partners and funding bodies: an example being the inclusion, by the Football Foundation, of an allocation in its current business plan towards the cost of the Football AGP's in Copthall. As part of this process a bid will be submitted for CIL/Section 106 funding towards the cost of the proposals. It is likely that implementation of the proposals will be undertaken on a phased basis as grants and match funds are identified.

7.2.4 Value for money will be achieved by use of competitive tendering for the appointment of consultants to develop the next stages of the masterplans as described in paragraph 7.2.2 above masterplans and proposed improvements to the sites, in accordance with the Council's Contract Procedure Rules.

7.2.5 Once developed, the capital costs and outline business cases for the masterplans and proposed improvements will be submitted by future meetings of the Committee for consideration and approval as part of the project approval process. It is intended that schemes, once completed, will be revenue neutral, taking alternative delivery and funding mechanisms into account. The operation and management of the improved sites will be undertaken within approved revenue budgets.

7.2.6 **Staffing** – Delivery of the Parks and Open Spaces Strategy will require appropriate capacity and capability in the organisation; including within the

commissioning arrangements.

7.2.7 **IT** – None at this time

7.2.8 **Sustainability** – The Parks and Open Spaces Strategy and associated initiatives detailed in this report seek to protect, improve and enhance the natural environment of Barnet. The individual projects to be delivered during implementation of the strategy will be developed and delivered in accordance with both environmental and financial sustainability measures and outcomes in mind.

7.3 **Social Value**

7.3.1 The Public Services (Social Value) Act 2013 requires people who commission public services to think about how they can also secure wider social, economic and environmental benefits. The key themes within the Parks and Open Spaces Strategy are:-

- Social outcomes and benefits;
- Environmental Outcomes and Benefits;
- Economic Outcomes and Benefits.

7.4 **Legal and Constitutional References**

7.4.1 Local authorities have a number of different statutory powers in relation to parks and open spaces, including the Public Health Act 1875 which permits the purchase and maintenance of public walks or pleasure grounds and the Local Government (Miscellaneous Provisions) Act 1976, which gives wide powers to provide recreational facilities (including parking spaces in connection thereto) and to levy charges upon users as it sees fit. The Open Spaces Act 1906 provides that local authorities shall hold and administer open space in trust to allow the enjoyment of it by the public and shall maintain and keep the open space in a good and decent state.

7.4.2 The Council's Constitution (Article 7 – Committees, Forums and Partnerships) sets out the terms of reference for the Environment Committee :-

- “ 1) Responsibility for all borough-wide or cross-constituency matters relating to the street-scene including parking, road safety, lighting, street cleaning, transport, waste, waterways, refuse, recycling, allotments, parks, trees, crematoria and mortuary, trading standards and environmental health;
- 2) To submit to the Policy and Resources Committee proposals relating to the Committee's budget for the following year in accordance with the budget timetable;
- 3) To make recommendations to Policy and Resources Committee on issues relating to the budget for the Committee, including virements or underspends and overspends on the budget. No decisions which result in amendments to the agreed budget may be made by the Committee unless and until the amendment has been agreed by the Policy and Resources

Committee;

- 4) To receive reports on relevant performance information and risk on the services under the remit of the Committee.”

7.4.3 The procurements will be undertaken in accordance with the Council’s Constitution (Article 18 - Contract Procedure Rules)

7.5 Risk Management

7.5.1 The management of risk is undertaken on a continual basis and reported as part of the Council’s Quarterly Performance regime and considered as part of the Performance and Contract Management Committee quarterly monitoring report.

7.5.2 Risks are managed through the project boards and are reviewed and revised at board meetings. The current key risk areas are:-

	Rating Criteria	1: Low	2: Medium	3: High
1.	Total investment required			X
2.	Potential benefits	X		
3.	Return on investment	X		
4.	Planning		X	
5.	Political sensitivity	X		
6.	Fit with corporate objectives	X		
7.	Users/DU’s impacted	X		
	Total score	10		

7.6 Equalities and Diversity

7.6.1 The Equalities and Diversity Act, 2010 outlines the provisions of the Public Sector Equalities Duty which requires Public Bodies to have due regard to the need to:-

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act, 2010;
- Advance equality of opportunity between people of different groups;
- Foster good relations between people from different groups.

7.6.2 Relevant protected characteristics are:- age, disability, gender reassignment, pregnancy and maternity, race, religion or belief, sex, sexual orientation.

7.6.3 The purpose of the initiatives described in this report is to ensure that the broad diversity of Barnet’s residents and communities continue to the benefits of these community assets and that their needs and aspirations are reflected in the provision that the Council makes.

7.6.4 Equalities Impact Assessments will be developed on a scheme by scheme basis so as to ensure compliance with the requirements of the 2010 Act and

that the needs of the communities and groups are fully taken into account in the development of schemes.

7.7 Consultation and Engagement

7.7.1 This report includes the outcome of consultation already undertaken. Further consultation and engagement with site users, no-users and stakeholders will be undertaken as part of the development of the next stages in the development of proposals.

8 BACKGROUND PAPERS

8.1 Environment Committee 12 May and 16 November 2016 Papers

8.2 Parks and Open Spaces Strategy for Barnet: 2016 to 2026.

8.3 Playing Pitch Strategy for Barnet

8.4 Greenspaces Capital Investment Programme

8.5 Open Barnet Data Portal

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	<p>Environment Committee</p> <p>13 September 2018</p>
<p>Title</p>	<p>Draft Barnet Domestic Crossover Policy</p>
<p>Report of</p>	<p>Chairman of Environment Committee</p>
<p>Wards</p>	<p>All</p>
<p>Status</p>	<p>Public</p>
<p>Urgent</p>	<p>No</p>
<p>Key</p>	<p>No</p>
<p>Enclosures</p>	<p>Appendix A: Draft Barnet Domestic Crossover Policy Appendix B: Cabinet Report – Review of Policy for Vehicle Crossover (2003) Appendix C: Cabinet Member Delegated Powers Report ‘Domestic In-Curtilage Parking Policy’ (2006) Appendix D: Crossover Legal Agreement</p>
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Summary

This report sets out the development of a draft domestic (light duty) crossover policy for Barnet. This policy contributes to the delivery of the Environment Committee’s Commissioning Plan 2015 to 2020 and is intended to ensure that there is a consistent approach for assessing applications for domestic vehicle crossovers in the borough. The draft policy has been developed by engaging subject matter experts across the council and our partner organisations.

Following approval from Environment Committee, the policy will be adopted and published.

Recommendations

- 1. That the Environment Committee notes the progress to date, approves the draft Domestic Crossover Policy for Barnet and authorises the Strategic Director Environment to finalise the Domestic Crossover Policy to include any decision made by this committee.**

1. WHY THIS REPORT IS NEEDED

- 1.1 Barnet does not currently have a formal crossover policy, however a Cabinet Report (2003) 'Review of Policy for Vehicle Crossovers' (Appendix B) and a Cabinet Member Delegated Powers Report (2006) 'Domestic In-Curtilage Parking Policy' (Appendix C) which have been approved previously with regard to crossovers. In addition, we have a thorough application and guidance notes which stipulates the council's current criteria and requirements and a legal agreement (Appendix D) which is signed by all applicants when a crossover is installed and will be maintained as part of the Crossover Policy.
- 1.2 The Council is adopting a no tolerance approach to damage to the footway caused by development work where large delivery vehicles cross the footway to deliver skips and building materials in front gardens.
- 1.3 Several Local Authorities have approved crossover policies and it is seen as an appropriate time to implement Barnet's own Domestic Crossover policy, in particular with the increasing growth and development planned within the borough and the importance of improving air quality and traffic management. In addition, with the publication of the borough's first Tree Policy in 2017, it is also an opportunity to ensure that the Crossover Policy and Tree Policy are aligned.
- 1.4 The Domestic Crossover Policy will support the Environment Committee's Commissioning Plan 2015 – 2020 which includes;
 - Highways are maintained to a high standard and areas of high growth and strategic importance being progressively upgraded and improved.
 - Meet the highest standards of air quality possible and develop policies to support this
 - Barnet is a green and leafy borough and this is one of the reasons people want to live here.
- 1.5 The Domestic Crossover Policy (Appendix A) is for light duty domestic crossovers and are only suitable for vehicles up to a maximum weight of

3500 kgs. The policy has been produced to ensure that there is a consistent approach to assessing applications for domestic vehicle crossovers in the borough.

- 1.6 The policy will be made publically available for partner organisations and the public if approved.
- 1.7 A separate crossover policy will be produced for heavy duty crossovers which are required for commercial and residential developments where access is required for more than one vehicle serving new developments in the borough.
- 1.8 The Domestic Crossover policy includes the following sections;
 - Introduction and council approval / permission for a crossover overview covering Highways and Planning.
 - Specific Crossover Criteria, including;
 - Permitted types of vehicle crossovers
 - Road safety
 - Overhanging Vehicles and the illegal crossing
 - Crossover placement, forecourt dimensions, width of crossovers, distance between crossovers, Surfacing and Drainage of Hardstandings and Redundant Crossovers and the Removal of Crossovers
 - Existing highway amenity, including; Street Furniture (e.g. lamp column, traffic sign etc), Green amenities (e.g. grass verges and flower beds), Street Trees and Parking.
 - Application Process including timescales and fees.
- 1.9 Key amendments to the policy include;
 - Increasing the minimum distance between crossovers from 1.8 metres to 2.4 metres. This will assist with maintaining pavement space for highway amenities such as a tree or lamp column.
 - Reducing the maximum width of a crossover from 4.8 metres to 4.2 metres. This will assist with maintaining pavement space for highway amenities such as a tree or lamp column.
 - Requirement for hardstanding / front garden area to be built using permeable material which will assist with natural drainage and reduce chances rapid run-off of rainfall, which contributes to the pollution of waterways and flooding.
 - Requirement of a permanent boundary (retained or new) to the remainder of the frontage. This will prevent illegal use of the pavement by vehicles (driving over the raised footway in order to access a property frontage), help to maintain the appearance / character of the street and encourage residents to include some soft landscaping within

the design of their forecourts which will assist with drainage and contribute to air quality improvements.

- The removal of the appeal process. Most appeals are as a result of applications being refused due to the need to remove a healthy tree. There is a clear set of criteria which applicants must meet before a crossover application is approved. Additionally, the Council has adopted a tree policy which states circumstances under which tree removal will be considered. It is therefore felt that an appeal process could undermine this Policy and allow applications that do not meet the current criteria or the requirement of the tree policy.

2. REASONS FOR RECOMMENDATIONS

- 2.1 The Environment Committee is being asked to note the development of and approve the draft Domestic Crossover Policy.

3. ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED

- 3.1 Consideration was given to not producing a Crossover Policy, however it was decided that to support the Environment Committee Commissioning Plan and other council strategies and plans such as the footway renewal programme and the Barnet Tree Policy that the crossover policy was required.
- 3.2 It is recommended that there is no appeal process as part of the crossover policy. However, if the committee resolves to retain the appeal process officers recommend that the appeal process is only limited to considering the removal of a healthy tree to accommodate the crossover. The alternative wording for the policy would be: "Where tree removal has been requested by a resident in order for a crossover to be constructed and this removal is assessed as unjustified by Officers, the first stage would be for the Trees and Woodlands Manager to review the decision. If the resident is not satisfied with the decision by the Trees and Woodlands Manager then this is escalated to the Chief Officer in consultation with Ward Members. If the resident is not satisfied this would then be a complaint and dealt with as outlined in the council's Corporate Complaints Policy".

4. POST DECISION IMPLEMENTATION

- 4.1 Following approval from Environment Committee, the Domestic Crossover Policy would be finalised, designed and published online. The webpages and application form / guidance notes would also be updated at the same time. It is expected that the policy would go live in December 2018.

5. IMPLICATIONS OF DECISION

5.1 Corporate Priorities and Performance

5.1.1 The Corporate Plan 2015-2020 is based on the core principles of fairness, responsibility and opportunity to make sure Barnet is a place:

- Of opportunity, where people can further their quality of life
- Where people are helped to help themselves, recognising that prevention is better than cure
- Where responsibility is shared, fairly
- Where services are delivered efficiently to get value for money for the taxpayer

5.2 **Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)**

5.2.1 There are no additional costs to the council as a result of this crossover policy. The current fees for vehicle crossovers including the admin fee, inspections and the construction of the crossover will not change. These fees are within the council's fees and charges which are reviewed and reported annually to the Environment committee.

5.2.2 As the draft crossover policy is tighter than the existing criteria there could be a reduction in crossover applications which would impact on income generation, however the expected impact would be minimal.

5.2.3 Current contracts will be used and at this stage no additional procurements are required. There are no implications on staffing, IT, property or sustainability.

5.3 **Social Value**

5.3.1 The Public Services (Social Value) Act 2012 requires people who commission public services to think about how they can also secure wider social, economic and environmental benefits. This report does not relate to the procurement of services contracts. Our current contracts have considered social value.

5.4 **Legal and Constitutional References**

5.4.1 There is no statutory duty for the council to produce a Crossover Policy.

5.4.2 If residents wish to drive across the footway to gain access to park on their property, they are required under s184 of the Highways Act 1980 ("the Act") to have a vehicle crossover constructed. The Council acting as the Highway Authority must have regard to the primary considerations set out in the Highways Act 1980 Act. In addition to needing the Council's permission as the Highway Authority, residents may also need planning permission under the Town and Country Planning Act 1990 to create a 'vehicular access'.

5.4.3 The Council's Constitution gives the Environment Committee specific responsibilities for commissioning in relation to Streetscene including Trees, parks and open spaces, pavements and all classes of roads.

5.5 Risk Management

5.5.1 All risks are managed using the risk management procedure, as set out by the Corporate Risk Management Framework. In addition, risk is considered within the draft Domestic Crossover Policy.

5.6 Equalities and Diversity

5.6.1 The 2010 Equality Act outlines the provisions of the Public Sector Equalities Duty which requires Public Bodies to have due regard to the need to:

- Eliminate discrimination, harassment and victimisation and any other conduct prohibited by the Equality Act 2010.
- Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it.
- Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

5.6.2 The broad purpose of this duty is to integrate considerations of equality into day to day business and keep them under review in decision making, the design of policies, and the delivery of services. The nine protected characteristics are:

- Age
- Disability
- Gender reassignment
- Pregnancy and maternity
- Ethnicity
- Religion or belief
- Gender
- Sexual orientation
- Marriage or civil partnership

5.6.3 The Corporate Plan 2015-2020 sets the Strategic Equalities Objective, which is: that citizens will be treated equally, with understanding and respect, and will have equal access to quality services which provide value to the tax payer. Changes to policies and services are analysed in order to assess the potential equalities impacts and risks and identify any mitigating action possible before final decisions are made.

5.6.4 The policy has been reviewed against the protected characteristics under the 2010 Equality Act. Due regard has been considered within the policy. No equalities impacts are anticipated as result of this proposal. The policy will be consistently applied to all applicants irrespective of protected characteristics listed in 2010 Equalities Act and the Council's Fairness agenda.

5.7 Corporate Parenting

5.7.1 Not applicable.

5.8 Consultation and Engagement

5.8.1 Engagement with key stakeholders within the council and partner organisations has been undertaken.

5.9 Insight

5.9.1 Research on legislation and guidance has been undertaken along with discussions with key stakeholders. This has been used to inform the policy and this report.

6 BACKGROUND PAPERS

6.1 Cabinet Report Review of Policy for Vehicle Crossover (2003) – Appendix B

6.2 Cabinet Member Delegated Powers Report ‘Domestic In-Curtilage Parking

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London Borough of
Barnet
Domestic Vehicle
Crossover Policy

September 2018

Introduction

Residents wishing to drive across the footway to gain access to park on their property are required under s184 of the Highways Act 1980 (“the Act”) to have a vehicle crossover constructed. Access from the highway into a private property must be done safely and legally by forming a vehicle crossover, also known as a crossover or dropped kerb. As part of the process the footway is strengthened to take the weight of a light goods vehicle and the kerb is dropped to form a ramp.

This Domestic Vehicle Crossover Policy is intended to ensure that there is a consistent approach to considering applications for domestic vehicle crossovers in the borough.

Inevitably, the adoption of this policy will result in some future applications being refused which, under previous policies, may have been successful. This will seem inequitable to some unsuccessful applicants, especially when other similar type properties in the immediate vicinity, have crossovers. However, applicants will be advised that crossovers constructed prior to the current criteria does not set a precedent for new applications.

This policy is for domestic (light duty) crossovers (up to a maximum weight of 3500 kgs). Heavy duty crossovers are required for commercial and residential developments where access is required for more than one vehicle serving new developments in the borough. Existing Development Control requirements shall apply until such time a new policy is produced.

Section 1 - Council approval

If residents wish to have a crossover, approval is required from the local authority. The section below outlines the approval requirements.

1.1 Highways Approval

The council is the Highway Authority for all roads in the borough, with the exception of A406, A41, A1 and M1 which are under the authority of Transport for London (TfL) Road Network (TLRN) and Highways England. The A1000 and A5 are part of the Strategic Road Network (SRN) and therefore may require consultation with TfL.

Residents can complete an application form to request the permission for the council to construct a crossover.

In determining how to use its powers as the Highway Authority and in assessing an application, the council must consider the need to prevent damage to the footway/verge / services and is required by law to have due regard to the following criteria:

- a) Vehicles will be able to enter and leave safely from the premises.
- b) The safe passage of vehicles and pedestrians in the road. A suitable sized parking area on the property (as defined by the council), will be required before a crossover is agreed. This will allow vehicles to enter and leave the space at right angles and in one movement from the road.
- c) The need for strengthening of the footway/verge to withstand the weight of vehicles to ensure statutory services under the footway/verge are protected.

- d) The vehicle must be parked wholly within the property. Any vehicle overhanging the footway is committing an offence under the Highways Act 1980, section 137.
- e) Apart from the vehicle crossover across the public footway, a hardstanding (parking space) within a front garden and access may require planning permission.

Residents may request the Highway Authority to construct a crossover and the Highway Authority may approve the request with or without modifications, may propose alternative works, or may reject the request.

If the Highway Authority agrees to the provision of a crossover, they must provide the occupier with an estimate for the costs of the works, and once the cost has been paid by the occupier, the crossing will be constructed by the Highway Authority.

1.2 Planning Approval

In addition to needing the council's permission as the Highway Authority, applicants may also need planning permission under the Town and Country Planning Act 1990 to create a 'vehicular access'.

Planning permission is generally needed in the following circumstances, although this list is not exhaustive:

- access is to be on a classified tiered or trunk road
- access is to a commercial property
- access is to a property that is a maisonette or divided into flats
- access is to a listed building
- access is in a conservation area, which is covered by Article 4 Direction requiring planning permission for hard surfacing and
- access is likely to affect a tree, which is protected by a Tree Preservation Order

It is the applicant's responsibility to check whether planning permission is required and to obtain it where necessary before applying for a crossover.

If the proposal requires planning permission, then a further planning fee will be payable with the planning application.

Where planning permission has already been given a copy of the consent letter, any approved plans and the conditions must be submitted with the crossover application form.

Residents of the Hampstead Garden Suburb will need to enclose formal consent from the Hampstead Garden Suburb Trust Limited for the hardstanding and crossover.

Please visit the planning pages on the council website for further information <https://www.barnet.gov.uk/citizen-home/planning-conservation-and-building-control.html>.

1.3 Landowners Permission

Applicants are required to provide the landowners permission as part of the application form. For example, Barnet Homes tenants are required to obtain Barnet Homes permission prior to applying for a crossover and the applicant must provide evidence as part of the application form.

Section 2 - Crossover Criteria

2.1. Permitted types of vehicle crossovers

There are two types of crossover:

- a) Light duty domestic crossovers are only suitable for laden vehicles up to a maximum weight of **3500 kgs**. They are not designed to be driven over by heavy goods vehicles or mechanical equipment.
- b) Heavy duty crossovers will be required for vehicles with a laden weight **over 3500 kgs** and this will apply for new developments and commercial properties where access for several vehicles are required

Light duty domestic crossovers are not designed for vehicles over 3500kgs in weight to prevent damage to the footway.

2.2. Road Safety

Any application for the construction of a domestic crossover may be refused or modified on the grounds of highway and pedestrian safety. The council will ensure that adequate sight lines are maintained to allow safe access to properties.

Situations where manoeuvring onto or off the highway may be hazardous include:

- onto a section of road where traffic speeds are high;
- on the approach to traffic signal junctions where regular queuing takes place;
- onto a roundabout;
- within the zig-zag markings of pedestrian crossings;
- immediately adjacent to pedestrian refuges, traffic islands which would prevent a vehicle turning in excess of 90 degrees in a single manoeuvre;
- at bus stops where use of a crossing could conflict with passengers waiting or make it difficult for disabled passengers to board or alight a bus; and
- in the immediate vicinity of a junction.

The above list is indicative, but not exhaustive.

2.3. Overhanging Vehicles and the illegal crossing of the public footway

It is illegal to drive a vehicle across a public footpath without using a properly constructed footway crossing (S184(17) of the Highways Act 1980).

No part of a vehicle parked within a property frontage may project on to or over the highway. The crossover may not be used as a parking area and no part of it is exempted for the purpose of footway parking.

Applicants must construct a boundary wall, fence or plant a hedge within 0.6 metres of the edge of a crossing to prevent vehicles that are entering their frontage overriding the adjacent footway (see section 2.13 for further information). If the applicants request is approved, the construction of the hard standing and boundary will need to take place before the crossover can be constructed.

The council will check and monitor any instances of, or complaints about the unauthorised crossing of the public footway or overhanging of vehicles. This will involve an initial warning letter and issuing a penalty notice or fine where appropriate.

Unauthorised crossing of the footway or overhanging vehicles can be reported to 020 8359 3555. In certain circumstances the Council may execute works to prevent vehicles

from being taken over a footway or verge and recover expenses incurred in doing so from the owner or occupier.

To report an illegal crossover please contact the council on 020 8359 3555.

To report footway parking, please contact the council on 020 8359 7446.

2.4 Front Garden / Forecourt Dimensions

There must be sufficient space within the curtilage (enclosed area around front of property) of a site to ensure that a parked vehicle does not overhang the footway and that manoeuvring on and off the highway can be carried out safely.

Front gardens / forecourts should be an absolute minimum of 2.4 metres wide. There is no minimum depth requirement.

All applicants are required to enter into a legal agreement with the council which will be registered as a land charge against the property. The cost of this agreement will be borne by the applicant.

The agreement will be prepared by the council;

- The agreement will state that a vehicle must not overhang onto the public footway. The crossover applicant needs to demonstrate to the council that his or her vehicle(s) can park at 90 degrees to the kerb without overhanging onto the public footway;
- The agreement will be a local land charge, meaning the agreement will be attached to the property rather than the applicant;
- If the agreement is breached, there will be an escalating level of response, including fine and removing the right of passage over the footway under section 184 of the Highways Act 1980.

2.5. Width of Crossover Required

The minimum width for which we can approve a crossover is 2.4 metres (approximately 8 feet). The maximum width allowed is 4.2 metres (approximately 14 feet) although the distance between crossovers needs to be considered (section 2.6).

As the paving slabs are 0.6 metres (approximately 2 feet) wide, for practical reasons the intermediate widths will be in stages of 0.6 metres. Where the type of existing surface material of the footway/verge is not standard paving slabs, the width stages may be varied; if so details of width should be provided.

2.6. Distance between Crossovers

To minimise any impact on highway amenities, the crossover should generally be sited to the side of the frontage, not in the centre.

The minimum distance between crossovers is 2.4 metres which will provide enough upstanding / pavement for a highway amenity such as a tree or lamp column.

However, where this is not possible due to limited frontage width, the applicants crossover may adjoin an existing crossover. In such cases approval is subject to a site inspection by a Highway Engineer.

For information on shared access driveways see section 2.8.

2.7. Second Crossovers

Normally, to limit any adverse impact on pedestrians using the adjoining footway and to minimise the loss of kerb side parking, only one crossover will be permitted per property.

However, a second crossover may be permitted where:

- The property fronts a road where a second crossover would enable the formation of a carriage drive and the garden is deep enough to accommodate this so that vehicles do not have to reverse either onto or off the highway. In this case each crossover would be a maximum of 3.6 metres each.
- The property has an existing crossover and it is deemed suitable for a second crossover to be provided to allow additional cars to be parked on the forecourt. In this case the second crossover would be a maximum of 3.6 metres.

The distance between crossovers needs to be considered (section 2.6).

2.8. Shared Access Driveways

Where the occupiers of two adjoining properties share a driveway, and wish to build a double width crossing to serve the two sites, both occupiers are required to submit an application.

Where there is an application to extend the width of a crossover to a shared driveway, then the width of the crossover shall be taken from the centre of the shared driveway. This is required to ensure that the crossover width to a property does not exceed the maximum permitted width of 4.2 metres. In addition, the distance between the shared crossovers and any other existing crossovers will need to be considered and adhered to (the minimum distance between crossovers is 2.4 metres – see section 2.6).

2.9 Impact on Neighbouring Properties

In order to limit the impact on neighbours, a crossover should only normally be provided over the section of footway fronting an applicant's property.

2.10 Existing highway amenity

Where possible, the crossover should be located so that it does not affect the existing highway amenities, including street furniture such as a lamp column, green amenities such as trees and parking.

Any existing highway amenity requiring a specialist officer's visit will attract an additional fee. In any case, where works may be approved or proposed by the council which require removal and/or replacement of highway amenity, the cost of such works will be borne by the applicant.

For any highway amenity/equipment which does not belong to the council (such as utility equipment e.g. British Telecom Cabinet or a shallow cable) and is in the location of the

proposed crossover, it is the applicant's responsibility contact the relevant provider and pay any charges. The applicant must provide confirmation of removal of any items as part of application form.

2.10.1 Street Furniture

Existing street furniture e.g. lamp column, traffic sign, some gullys etc. A minimum distance of 1.2 metres is generally required between a proposed crossover and any existing street furniture. If this is not feasible, a decision will be made by the relevant council department to determine whether the item can be removed or relocated, although there may be limited scope to do this.

In cases where works may be approved or proposed by the council and require removal, relocation and/or replacement of street furniture, the cost of such works will be borne by the applicant.

2.10.2 Green Amenities

When considering the layout of a hardstanding and the position of a proposed crossover, applicants should consider any existing green amenities such as a grass verge, hedgerow, flowerbeds.

Any applications for crossovers where there is impact on flowerbeds or shrubs will not be considered. In addition, if a grass verge is 2 metres deep or more, the application will not be considered. If a site visit is required by an officer the cost of the visit will be borne by the applicant and the cost will not be refundable. Any costs of alterations will be borne by the crossover applicant.

The space between the road and the buildings frontage is an important part of the environment which can change significantly by the increase in front garden parking area. As traditional front gardens are replaced by hard surfaces and vehicles, the harmony and continuity of the street scene is interrupted and enjoyment of the buildings themselves, especially if listed or in a conservation area may suffer. This may also lead to a reduction in wildlife through lost habitats and permeable surfaces. It is therefore important that front garden parking, where permissible, should be constructed to cause minimum intrusion and harm. With care and attention, any visual impact of a parking space together with the adverse effect on wildlife can be reduced, whilst blending in with the neighbourhood.

2.10.3. Trees

All crossovers near a tree will be referred to the councils Tree Team who will refer to criteria as detailed in the council's Tree Policy before an application is considered.

There are three scenario's possible with crossovers close to trees:

- The tree is considered an amenity and is to be retained and the crossover refused.
- Engineering alternatives will be considered which would allow the tree to remain and the crossover installed. In this situation, a trial excavation may be required.
- The tree is found to be in poor health or deemed to be of low amenity and in the interest of sustainability, the tree can be removed and replaced.

If the tree removal is refused and there are no suitable alternatives to protect the tree, then the crossover application will be refused.

In all cases where it is agreed to remove a street tree, the applicant will be required to pay for the cost of its removal and replacement to be located, wherever possible, elsewhere outside their frontage. If engineering alternatives and/or a trial excavation is required the applicant will be required to pay the cost.

2.10.4 Controlled Parking Zones (“CPZ”) and Pay and Display Bays

Where the location of the proposed crossover is affected by a parking bay then a separate approval from the council will be required before the parking bay can be removed or altered to allow the construction of the crossover. This approval will involve changes to the legal documents governing the parking bay, called Traffic Management Orders. The process involves a statutory consultation which includes public consultation and advertising which may result in objections to crossover which will need to be considered by the council.

There will be two additional fees associated with this process which are payable in advance and are non-refundable. The two fees cover the two stages involved in the process; the public consultation stage and final stage to remove/alter the bay in question.

Where a parking bay would be affected by the proposed crossover, we will:

- Process the crossover application form in the normal way, but approval will be conditional and subject to confirmation from the council that the parking bay can be removed or relocated. Applicants will be notified of the construction cost with the conditional approval but, at this stage, only the parking bay consultation fee (Stage 1) as appropriate would be payable before we can start this process.
- Upon the payment of the consultation fee, the council will conduct the necessary consultation to amend the on-street parking and the Traffic Management Order(s). Please note that the consultation fee is payable in advance, it covers the council's cost of carrying out public consultation and advertising and is **non-refundable irrespective of the outcome**.
- At the end of this stage applicants will receive a letter confirming whether approval to remove or alter the parking bay has been given. If approval has been given, the final cost of removal / relocation of the parking bay (Stage 2) as well as the cost of the crossover construction is payable.

2.11 Alternative Access

It is desirable to minimise the number of new accesses (and associated stopping and turning manoeuvres) onto main roads in order to maintain their importance as traffic routes in the borough's road hierarchy.

Where the property fronts onto a main road, a crossover may be permitted but this should be limited to 2.4 metres (which is the minimum width noted in this policy).

2.12 Surfacing and Drainage of Hardstanding's

Crossovers will not be constructed unless there is a suitable hardstanding in place. The hard standing / parking area must be constructed;

- using permeable material such as gravel, permeable block paving or porous asphalt. Otherwise rainwater should be directed to a lawn or border to drain naturally.
- water must not drain onto the highway.
- It is recommended that the hardstanding area is restricted to a suitable space to accommodate a vehicle and that the remaining frontage is retained as a green space

Paving front gardens changes the greenness, attractiveness and character of whole streets and as such it is recommended that the hardstanding area is restricted to a suitable space to accommodate a vehicle and that the remaining frontage is retained as a green space to minimise the environmental impact on the neighbourhood and to promote wildlife such as bees, butterflies and other pollinators. Also hard paved areas contribute to rapid run-off of rainfall, which contributes to the pollution of waterways and flooding. Therefore, all hard standing must be constructed with a permeable material. Proof must be provided to the council to show that permeable material has been used.

If using gravel, this must be a nominal size of 20 millimetres or more and extending at least one metre in from the property boundary to prevent the gravel from spilling onto the pavement.

If the applicants request is approved, the hard standing and permanent front boundary (see section 2.13) will need to be in place before the crossover can be constructed. The hardstanding must be level with the footway so that the new crossover will not be damaged during the construction of the hard standing. The applicant is required to confirm this in writing and provide photographic evidence of completion. A site inspection will take place to confirm that the hardstanding and permanent front boundary have been constructed. If the construction has not been completed correctly, the applicant will be asked to make changes to abide by this policy.

It is the responsibility of the applicant to provide adequate drainage for surface water, so that it does not fall or flow on to the highway, as required by Section 163 of the Highways Act 1980. The application may be refused if adequate surface water drainage is not provided. Water must not flow from the property directly onto the public highway and must drain onto a garden area or into a drainage channel.

Every step will be taken to ensure that surface water does not flow into the property from the highway as a result of the construction of the crossover.

An application for the extension of an existing crossover must comply with the criteria for a new crossover in relation to hardstanding and drainage.

A useful guide to permeable surfacing has been produced by the Department for Communities and Local Government. This can be found at:
<https://www.gov.uk/government/publications/permeable-surfacing-of-front-gardens-guidance>

For information on the current acceptable methods of constructing a hard standing area please contact our Planning Group on telephone number 020 8359 3000.

2.13 Permanent Front Boundaries

Where a crossover is proposed, it is essential that an appropriate boundary is provided to the remainder of the frontage. This is required both to prevent illegal use of the pavement by vehicles and to maintain the appearance of the street. If the crossover application is approved, construction of the hard standing and a suitable boundary will need to be in place before the crossover can be constructed.

- If the proposed crossover is stand-alone (i.e. not joined onto a neighbour's crossover on one side) the applicant will need to build / retain a permanent boundary across the front of the property. The location will need to be agreed with the council.

OR

- If the proposed crossover is to be joined to a neighbour's crossover the applicant will need to build / retain a suitable permanent boundary across the front of the property on the other side of the line sprayed on the footway to indicate the width of the proposed crossover

If applicants are building a new permanent boundary, acceptable options are:

- a wall or fence
- permanent landscaping (grass/plants) on raised beds
- posts with a minimum diameter of 75 millimetres and placed no more than 1.5m apart.

The boundary options listed above must have:

- appropriate foundations with a minimum depth of 30 centimetres (foundations are a part of the structure under the ground that distribute the weight and provide stability to the part above)
- a minimum height from the ground of 30 centimetres
- a maximum height from the ground of one metre

2.14 Gates across vehicle entrance

Gates fitted across the vehicle entrance to a property may in no circumstances open outwards across the footpath or carriageway (Highways Act 1980 - Section 153). On safety grounds, gates will not be permitted on crossovers constructed on Principal Roads (i.e. "A" Roads).

2.15 Crossover Construction

Only the council can build vehicle crossovers. Any work carried out on the public highway is the sole responsibility of the local authority and it is an offence for anyone else to make any changes to the public footway. Any unauthorised vehicle crossovers could cause deterioration of the footway and reduce the safety of those using the footway.

Crossovers will be constructed by the council's Approved Contractor.

In general crossovers will be constructed using tarmac or block paving to match the existing footway. If the property falls within a Conservation area, the crossover will be constructed in keeping with the surface of the footway.

The crossover remains part of the public highway and will be maintained by the council as part of the footway.

2.16. White Access Bars / White Lines

If applicants want to prevent people parking in front of their crossover, we can provide an advisory white crossover bar marking - a white line that runs across the driveway parallel to the kerb line. This emphasises that there is a driveway there and discourages obstructive parking but it is not enforceable.

The cost of installing white access bars will be borne by the applicant. The application form can be found on the council's website <https://www.barnet.gov.uk/citizen-home/parking-roads-and-pavements/Roads-and-Pavements/dropped-kerb-vehicle-crossover.html>

3. Application Process

3.1 Application Arrangements

On submitting an application form and paying an inspection fee, the size and cost of the crossover will form a legal agreement between the applicant and the council. The applicant pays for the construction and administration costs, and the crossover is then built by the council's highway contractor.

Applicants should not construct the hard standing area in their property until they have received the council's approval for the crossover. If the application is approved, the applicant will need to construct the hard standing before the crossover can be constructed, and the hardstand must be level with the footway this is required so that the new crossover will not be damaged during the construction of the hard standing. The applicant is required to confirm this in writing and provide photographic evidence of completion.

Crossover application form and guidance for completing the form can be found online on the council's website <https://www.barnet.gov.uk/citizen-home/parking-roads-and-pavements/Roads-and-Pavements/dropped-kerb-vehicle-crossover.html>

3.2 Timescales

A crossover application should be processed approximately between twelve to eighteen weeks. However, where trees, lamp columns, parking bays etc. are affected the application will take longer to process.

The main steps of the application process and typical timescales are as follows;

Stage 1- Assessing the application – approximately six weeks, although outcome B will result in approximately six to twelve weeks for consideration of highway amenities or additional time and payment for the planning process

- New complete crossover application and payment received
- Site inspection by highways officer which results in one of two outcomes;
 - Outcome A - If planning permission is not required and there are no highway amenities in close proximity then move to the next step
 - Outcome B - If a highway amenity is in close proximity or planning permission is required, additional consideration is required including inspections from specialist officers and additional fees for the applicant
- If the application is approved a quote for the construction of the crossover and a quote for any highway amenity works (if applicable) is sent to the applicant

Stage 2 – Applicants hardstanding

- Approval and quote for crossover construction received by applicant
- The applicant has three months to construct the hardstanding in their front garden and sends proof to the council along with the final payment for the construction of the crossover

Stage 3 – Inspection of hardstanding and any works to highway amenities – two to twelve weeks

- Proof of hardstanding construction and payment received
- For all crossover applications the inspection of permeable hardstanding will take place before the crossover construction (up to two weeks)
- If required, highway amenity works will take place such as removal/replacement of a lamp column. This may also require a follow up inspection to ensure there are no roots left or damage to the footway. Depending on the works this will take approximately six to twelve weeks.

Stage 4 - Construction of the crossover – up to eight weeks

- Crossover constructed by the councils approved contractor

Stage 5 - Crossover sign off – six weeks to eight weeks

- The legal agreement will be produced and sent to the applicant.

3.3 Fees

The regulations made under the Local Authorities (Transport Charges) Regulations 1998 authorised local authorities to impose charges for dealing with specified matters about certain highway, road traffic regulations and travel functions. The consideration of a request to construct a vehicle crossover by the council in accordance with the required criteria is a chargeable function.

The total cost of a crossover will vary for each application. The cost depends on the amount of work that needs to be done. There are several external factors that can increase this figure:

- Impact on existing highway amenities for example street lights, trees and signposts and parking – this could include fees for a specialist officer visit,

removal or relocation of the amenity, specialist engineering techniques or trial excavation for Trees or consultation with regards to parking bays.

- Width of the footpath and size of the proposed crossover
- Planning permission if required
- Installation of White Access Bars (if the applicant chooses for this to be installed)

The application fee and legal agreement fee will be the same for all crossovers.

The latest list of fees can be found online <https://www.barnet.gov.uk/citizen-home/parking-roads-and-pavements/Roads-and-Pavements/dropped-kerb-vehicle-crossover.html>

Charges for the processing of crossover applications will be reviewed annually to ensure that costs incurred by the council are fully recovered. Section 4 of the Local Authorities (Transport Charges) Regulations stipulates that the amount of the charge is to be at the discretion of the local authority and in determining the amount the authority shall have regard to the cost to them of dealing with matters of the description in question.

3.4 Coordination with the footway renewal programme

If the council is planning to carry out footway works to the pavements in a road, the residents will have received a letter. If a resident decides to apply for a crossover they may receive a discount in price because of these planned works. A discounted price is only applicable if the crossover does not affect street furniture or parking bays.

When making an application for a crossover, please include in the application a note to inform the crossover team that a footway renewal letter has been received. The team will then verify this and take it in to consideration in the application process.

3.5 Redundant Crossovers and the Removal of Crossovers

Any redundant crossover(s) will be removed during planned works after the property owner has been consulted and the vehicle crossing is no longer required and deemed as being redundant. When a property owner requests the removal of a crossover to enable a new crossover access to be created and planned works are not taking place then the footway will be reinstated at the applicant's expense.

3.6 Crossover refusal

If the application does not meet the criteria noted in this policy the domestic crossover application will be refused. The reasons for refusal can be very specific to a location.

Where applications do not conform to the criteria set out in this policy, applicants will be informed in writing and will be provided with details of the reasons for the refusal.

There is no appeal process for a refused domestic crossover application.

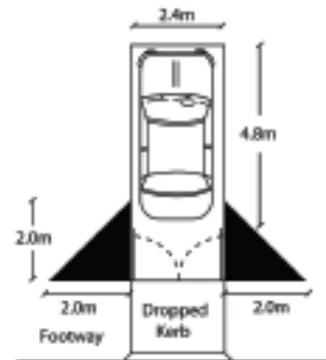
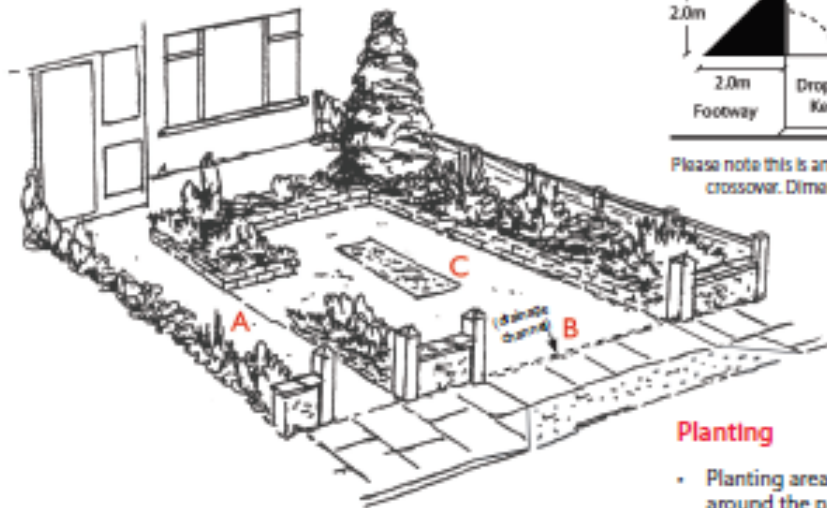
4. Example of a good design

To be designed – the example below is from LB Enfield.

Some ideas on how to lay out your front garden are shown below:

Boundaries

- Try to retain as much of the original fence, wall or hedge as possible. This will help to preserve the character of your property within the street as a whole. Any gates must open inwards.



Please note this is an example of a typical crossover. Dimensions may vary.

Parking Area

- The front garden should be large enough to allow a car to be parked entirely within the property, preferably at right angles to the road, without overhanging the pavement (see diagram).
- Fences, walls and shrubs should be kept to a maximum height of one metre at the front of your property so that you have sufficient visibility to manoeuvre your car safely onto the highway.
- Position the parking area as far as possible from the house so as to prevent loss of light into the downstairs rooms and staining on the building.
- Try to keep the pedestrian access (A) separate from the vehicle access (B). This will allow people to reach the front door of the house more easily.
- Differentiate between the pedestrian access and parking area by use of a different material, such as granite setts, cobbles or brick pavers.
- Put a bed of gravel or shingle in the middle of the parking area (C) to help disguise any oil stains.
- Prevent surface water from discharging across the adjoining pavement by the use of gradients to drain into a soft landscaped area, by laying permeable surfacing or by installing a drainage channel that discharges to a soak-away.
- Ensure you do not harm any existing street trees near your property.
- Try to keep hard-surfaced areas to a minimum.
- Consider creating space for wheelie bins.

Planting

- Planting areas should be laid out around the parking area so as to screen the parked vehicle. Try to incorporate any existing trees and shrubs. Planting banked up behind a dwarf wall can further help to screen the vehicle. Remember to keep the planting at a low level at the front where visibility is essential.
- Some types of shrubs which are particularly suitable for planting in front gardens are Laurustinus (*Viburnum Tinus*), Forsythia, Lavender (*Lavandula*), Fishbone Cotoneaster (*Cotoneaster Horizontalis*) and Honeysuckle (*Lonicera*).
- Some types of trees which are suitable for planting in front gardens are Golden Robinia (*Robinia Frisia*), Mountain Ash (*Sorbus Aucuparia*) and Common Almond (*Prunus Dulcis*).
- Try to retain as much of the existing greenery as possible.
- Try to enhance plant cover wherever possible to add variety and support wildlife.

AGENDA ITEM: 13 Page nos. 136 - 144

Meeting	Cabinet
Date	1 December 2003
Subject	Review of Policy for Vehicle Crossovers
Report of	Cabinet Member for Environment
Summary	This report reviews the policy for vehicle crossovers and proposes a reduction in the minimum depth required for a hardstanding from 4.8m to 4.5m.

Officer Contributors	Head of Highways and Design
Status (public or exempt)	Public
Wards affected	All
Enclosures	Appendix A – Roads Requiring Planning Permission Appendix B – Roads not Requiring Planning Permission Appendix C- Policy Changes in Relation to Construction
For decision by	Cabinet
Function of	Executive
Reason for urgency / exemption from call-in (if appropriate)	N/A

Contact for further information: Ray Schiavi Highways & Design 020 8359 4374.

1 RECOMMENDATIONS

- 1.1 That the revised policy for vehicle crossovers contained within this report be approved, including the reduction in the minimum depth requirement for a hardstanding from 4.8 metres to 4.5 metres, with the provisos detailed in paragraph 7.4 and the revised list of roads requiring planning permission as detailed in paragraph 7.5.**

2. RELEVANT PREVIOUS DECISIONS

- 2.1 Environment Policy Department Committee 27 March 2001, decision 3 when it was resolved to surface vehicle crossovers with modular paving instead of blacktop.
- 2.2 Environment Policy Development Committee 1 February 1999 when it was noted that the Council has limited powers to restrict the right of vehicular access to frontages and agreed that in contentious cases the decision of the then Chief Highways Engineer is referred to the Ward Members for their comments and if required by the Members the application is referred to the appropriate Committee.
- 2.3 Public Works Committee, 9 April 1991, Decision 2, when the criteria and procedure dealing with applications for the construction of crossovers over public footways and verges was approved.

3 CORPORATE PRIORITIES AND POLICY CONSIDERATIONS

- 3.1 The Corporate Plan states that every resident has the right to expect the borough's roads and pavements to be safe to use and the need to reduce congestion. Allowing more vehicles to park off the public highway will help to reduce traffic congestion, increase visibility and achieve this objective.

4 RISK MANAGEMENT ISSUES

- 4.1 The main risk of reducing the depth from 4.8m to 4.5m is that of vehicles overhanging the footway. However, this risk is limited as very few vehicles are longer than 4.5m and vehicle crossover applicants will be made aware that vehicle overhanging is an offence under the Highways Act 1980.
- 4.3 Another area of risk is while the crossover is being constructed, when pedestrians may have to negotiate differences in levels and while signing and coning is required to guard the differences in levels. By reducing the construction time for each crossover this risk can be minimised. The proposal to construct verges/margins in block paving instead of blacktop will achieve this as the mason will be able to construct the whole crossover in one visit instead of waiting for a separate blacktop gang to lay the margin.

- 4.4 Reducing the number of vehicles parked onstreet increases the visibility of pedestrians, especially children and can lessen the risk of them being masked by parked vehicles when crossing the road.

5 FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS

- 5.1 Individual vehicle crossovers are constructed for residents on a rechargeable basis, whilst funding for their maintenance and reconstruction comes from a number of Revenue and Capital budgets.

6 COMMENTS, IF ANY, OF THE COUNCIL'S STATUTORY OFFICERS (Head of Paid Service, Chief Finance Officer, Monitoring Officer)

- 6.1 None

7 BACKGROUND INFORMATION

DEPTH OF HARDSTANDING

- 7.1 A key part of our current criteria for approval of a vehicle crossing application is that there is space, at right angles to the highway, for a hardstanding of minimum depth 4.8m and minimum width 2.4m. This size complies with the standard parking bay recommended in Design Bulletin 32 (Residential Roads and Footpaths – Layout Considerations) published by the Department of Transport and was approved by the Public Works Committee in 1991.
- 7.2 The 4.8m minimum depth requirement is the main cause for rejecting vehicle crossover applications. It was introduced to allow vehicles to be parked safely on the hardstanding without protruding into the footway and thereby causing an obstruction. This depth also enables a vehicle to enter and leave the property safely and in one straight movement as required by the Highways Act 1980.
- 7.3 A survey of other London Boroughs' minimum requirement for the size of hardstanding has now been carried out. Of the 12 Boroughs which replied, 8 including Brent, Camden and Enfield had the same 4.8m x 2.4m requirement as ours; Hounslow require 4.3m x 2.0m; Ealing and Greenwich require 4.2m x 2.4m and Harrow require 4.0m x 2.7m. Enfield will also consider depths down to 3.8m but the house owner must enter into a legal agreement restricting the size of any vehicle that can be parked within the property. However, this would be difficult to enforce and could result in vehicles overhanging the footway.
- 7.4 In view of these survey results and in the interests of road safety, it is proposed to consider depths down to 4.5m provided that the movement into the hardstanding can be achieved in one manoeuvre from the road. This reduced depth will still accommodate the majority of today's cars and if vehicles do overhang the footway, this protrudance should be minimal. The

vehicle crossover application forms will be amended to highlight to applicants that they must park wholly within their property and that any vehicle overhanging the footway is committing an offence under the Highways Act 1980. This reduction in depth will help to reduce the acute parking problems in some of the borough's roads. In addition the hardstanding must be in a safe position within the property and not directly in front of the front door, if this is the only place where the minimum depth criteria is met, so as to ensure safe escape in any emergency eg. fire.

PLANNING PERMISSION

- 7.5 Planning permission to construct a hardstanding is required where the property is not a single family dwelling house, such as a flat; is a listed building; is in a conservation area or where the proposal affects a tree, including the roots, in a conservation area or which is protected by a Tree Preservation Order.
- 7.6 Planning permission is also required to construct or enlarge a vehicle crossover when the property is within a certain article 4 direction in a conservation area or is on a classified road. Historically the classifications have been Trunk Roads; Class I Roads (A Roads); Class II Roads (B Roads) and Class III Roads (Local feeder roads and "rat runs"). However, the Borough's Unitary Development Plan (UDP) now classifies roads in Tiers and it has been found that the new Tier 2 and Tier 3 roads do not correlate completely with the old Class II and Class III. In the interests of uniformity it is now proposed to adopt the Tier 2 and 3 classifications for vehicle crossovers requiring planning permission. Appendix A contains a list of new roads now requiring planning permission, included in Tier 2 and 3, and Appendix B lists the old Class II and III which will now not require planning permission.
- 7.7 Other changes to the policy for vehicle crossovers are recommended in order to give officers flexibility in dealing with construction related problems. Appendix C gives details of these, the most important of which are:
- i) The use of 63 mm traditional paving slabs where residents request additional crossovers or widening their existing ones and in carrying out footway maintenance.
 - ii) The construction of footway margins in block paving rather than tarmac, in both crossover construction and in footway maintenance.
 - iii) The construction of crossovers in tarmac where there are shallow tree roots.

8 LIST OF BACKGROUND PAPERS

- 8.1 None

MO: ASV
BT: PA

**ACTION TAKEN BY CABINET MEMBER(S) UNDER DELEGATED POWERS
(EXECUTIVE FUNCTION)**

Subject Domestic In-Curtilage Parking Policy

Cabinet Member(s) Environment & Transport

Date of decision 30 November 2006

Date decision comes into effect 8 December 2006

Summary	To revise the policy and provision criteria for providing in-curtilage parking provision through access over footways and verges
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Officer Contributors Ian Counce, Chief Highways Officer

Status (public or exempt) Public

Wards affected All

Enclosures None

Reason for exemption from call-in (if appropriate) Not Applicable

Contact for further information: Ian Counce, Chief Highways Officer, Environment and Transport

Serial No.150 (ET022)

1. RELEVANT PREVIOUS DECISIONS

- 1.1 Public Works Committee 9 April 1991 decision 4, setting the essentials of the current policy.

2. CORPORATE PRIORITIES AND POLICY CONSIDERATIONS

- 2.1 The Council's Transport Strategy 2006-16 document (Cabinet 3 April 2006) seeks to “keep Barnet moving through the provision of transport infrastructure to sustain a successful expanding suburb...”, including maximising road network performance through reducing the amount of on-street parking and maximising the highway network movement capacity.
- 2.2 The Sustainable Community Strategy for Barnet 2006-2016 identifies the need to ‘keep Barnet moving’ as a key ambition. There is full recognition that car usage in Barnet is high and there are implications for congestion, safety, air quality and parking. It encourages action to bring forward improvements.
- 2.3 The Council’s Corporate Plan 2006/7 – 2009/10 confirms the Council’s commitment to secure the effective use of the borough’s road network.
- 2.4 The Borough's Unitary Development Plan (adopted 18 May 2006) indicates that the Council will seek to ensure the provision of a safe and efficient transport system with access for all. In particular, the Council will seek to ensure that roads within the borough are used appropriately according to their status in the defined road hierarchy (Policy GRoadNet).
- 2.5 The Traffic Management Act 2004 (TMA) requires Local Traffic Authorities to manage their road network with a view to securing the expeditious movement of traffic on the authority's road network; and facilitating the expeditious movement of traffic on road networks for which another authority is the traffic authority. The action which the authority may take in performing that duty includes, in particular, any action which they consider will contribute to securing the more efficient use of their road network; or the avoidance, elimination or reduction of road congestion or other disruption to the movement of traffic on their road network or a road network for which another authority is the traffic authority; and may involve the exercise of any power to regulate or co-ordinate the uses made of any road (or part of a road) in the road network (whether or not the power was conferred on them in their capacity as a traffic authority).
- 2.6 The Council's Local Implementation Plan (LIP) has been submitted to the London Mayor for his approval. Once this has been given, the LIP will be formally adopted by the Council as a statutory plan. Amongst

other policy issues, the LIP addresses traffic (and hence parking) growth in the borough and the need to manage the road network in a way which limits increases in congestion. This reflects the Network Management Duty imposed on the Council by the Traffic Management Act 2004.

- 2.7 The Three Strands Approach (June 2005) seeks to protect and enhance the best of Barnet suburbia. Much of the off-street parking provision will continue to be within the classic suburban areas and characteristic private gardens need to be protected.

3. RISK MANAGEMENT ISSUES

3.1 Financial.

Low risk: Applicants for a vehicular crossover pay the full costs of the works including administration charges to cover associated staff costs. Certain residents may decide not to proceed or sometimes there are physical restrictions that make passage over the footway impossible. Initial survey time and feasibility works are recovered through an initial inspection fee. These costs are published within the Environment & Transport Service's published fees and charges schedule. Although not determined by repair condition, works to provide passage over the footway to private parking areas increase the overall investment made to the borough's footway network.

3.2 Corporate Reputation.

High risk: In order to effectively manage the road network and comply with its duties as a Highway, Traffic and Local Traffic Management Authority, from time to time the Council needs to exercise its powers to control and manage on-street parking. The provision of alternative parking facilities reduces the overall numbers of vehicles requiring to park on-street enabling the Council to better manage the road network. There is a high likelihood that displacement of parking will take place onto adjoining roads without an increase in overall parking provision. Conversely the construction of a vehicular crossover reduces the kerb space available for on-street parking and can be a sensitive local issue.

4. EQUALITIES AND DIVERSITY ISSUES

- 4.1 In-curtilage parking is likely to make the vehicle safer from theft and other vehicle collision as it will be off the public highway. It will also result in greater personal safety for vehicle occupants who will not have to park a distance away from their property.
- 4.2 People with mobility issues will be able to park as close as possible to their home address.

- 4.3 The resultant reduction in demand for on-street parking space will make it easier for neighbours to park, albeit balanced by the reduction of kerb space for on-street parking

5. FINANCIAL, STAFFING, ICT AND PROPERTY IMPLICATIONS

- 5.1 The works and associated staff time is fully recoverable from the applicants and requires no direct budget support. It is envisaged that the increase in workload as a result of this report will be managed using existing staff numbers. Should it be necessary to obtain extra resource, any additional costs will be contained within the activity area.

6. LEGAL ISSUES

- 6.1 All applicants for new crossovers will be required to enter into an agreement prepared by the Borough Solicitor. The agreement will:
- forbid vehicles parked in-curtilage to hang over any part of the highway (including adjacent footway);
 - incorporate an informative notice to protect garden areas and address any overhanging foliage issues.
 - incorporate an informative advising that full costs will be levied upon any application for re-instating the access over the footway and/or for removing the bollards.
 - be registered as a local land charge, thereby becoming enforceable against future owners/occupiers of the property;
- 6.2 If the agreement is breached, there will be an escalating level of response, starting with a verbal warning, followed by a letter then a notice stating that the right of passage over the footway will be removed (s.184 Highways Act 1980).

7. CONSTITUTIONAL POWERS

- 7.1 Part 3, paragraph 3.3 of the Council's constitution states that Cabinet Members powers include the power to discharge the executive functions that fall within their portfolio, whether or not they are also delegated to officers, except for matters specifically reserved to Council, Cabinet or Cabinet Committees
- 7.2 Part 3, paragraph 3.1 states that the Cabinet Member for Environment and Transport leads on all matters relating to the development and management of the Environment, including parking provision.

8. BACKGROUND INFORMATION

- 8.1 Barnet is primarily residential in character and our environment is attractive to and enjoyed by our community. Typical of many outer

London boroughs, although we are high users of public transport to commute to and from work, we also have high levels of car ownership. Currently there is just over one vehicle owned for each household in the borough. This is predicted to rise by 15% by 2025.

- 8.2 On-street parking has increased over the years and in many locations around our town centres there has been a need to manage and control this activity through the introduction of area-wide waiting restrictions and controlled parking zones. Twenty three zones have been introduced since the first around Brent Cross in 1988.
- 8.3 The increase in population predicted across Barnet in the next twenty years, and the resultant increase in car numbers, will put further pressure on the highway network.
- 8.4 Many of the areas that currently suffer parking stress ie. the demand for on-street parking is greater than the available spaces, are characterised by houses that do not have garages or rear accesses. In many instances residents have to park some way from their property which can be inconvenient when transporting goods and make them feel unsafe if alone at night.
- 8.5 The current practice, that has remained largely unchanged since 1991, is to approve passage over the footway or verge, under section 184 of the Highways Act 1980, only if the depth of the private forecourt is equal to or greater than 4.5 metres (this was reduced from 4.8 metres in 1998).
- 8.6 Car designs have changed over the years and there are now many vehicles that are considerably shorter than 4.5 metres. In addition, with the focus on sustainable transport, a number of electrically powered vehicles, as well as being short in length, require an electricity supply to recharge the battery supply. This cannot be achieved if parked on the road as it would necessitate cables being run over the footway, which is not allowed. An off-street parking facility is therefore necessary for Barnet to encourage this trend.
- 8.7 The forecourt depth criterion has been used to seek to eliminate any obstruction of the footway by vehicles overhanging from the private parking areas. It is proposed that the community's enjoyment of the footway can continue to be protected by means of a legal agreement with the applicant. The agreement will safeguard against any obstruction and will set out the penalties should there be regular violations. This agreement can be added to the local land charge register so that it is lodged against the property rather than the applicant at the time. This protects against successor issues. The cost of the agreement and register entry is envisaged to be set at £150.
- 8.8 The space between the road and the buildings fronting it is an important part of the environment, which can change significantly by the increase in front area parking. As traditional front gardens are replaced by hard

surfaces and vehicles, the harmony and continuity of the street frontage is interrupted, and enjoyment of the buildings themselves, especially if listed or in a conservation area, may suffer. This may also lead to a reduction in wildlife through lost habitats and permeable surfaces. It is therefore important that front garden parking, where permissible, should be constructed to cause minimum intrusion and harm. With care and attention, any visual impact of a parking space together with the adverse effect on wildlife can be reduced, whilst blending in with the neighbourhood. This is in line with the Three Strands Approach to enhancing suburbia and an informative containing guidance will be issued with every application approval, along similar lines to informatives issued as part of the development control planning process.

- 8.9 The informative will not be prescriptive but will offer assistance to applicants on a range of design aspects including boundaries ie. walls/fences/hedges, gates, planting and pervious surfaces. Bland hard-standings with no planting and water running off into the public highway will not be permitted.
- 8.10 The current requirement to seek planning permission for a number of locations ie. access off a classified road, sub-divided property, listed building, conservation area, past restrictive permission or fencing greater than 1 metre high fronting the highway and over 2 metres high elsewhere, will remain.
- 8.11 The adoption of a more flexible approach to the type of off-street parking provision as detailed in this report will better meet the modern parking demands of the community. There will be a greater opportunity for residents to obtain their own parking areas which will be more convenient and result in a reduction of on-street parking. The current average cost for providing a footway / verge crossover is approximately £1,000 and this cost will likely increase by £150. There will be other costs to the householder in laying out their frontage areas, which are difficult to quantify as they are directly proportional to the level of treatment. Suffice to say with confidence, that any immediate costs associated with the parking provision are fully covered by the increase in property value an off-street parking space adds.

9. LIST OF BACKGROUND PAPERS

- 9.1 Documents containing design criteria and approval procedures are held in the Highways Group.
- 9.2 Anyone wishing to see the background papers please contact Ian Counce on 020-8359 3011.

10. DECISION OF THE CABINET MEMBER(S)

I/We authorise the following action

10.1 That the revised policy and provision criteria for domestic in-curtilage parking be approved as detailed in this report.

Signed



**Councillor Matthew Offord, Cabinet
Member for Environment and Transport.**

Date

30 November 2006

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HOW TO COMPLETE THE LEGAL AGREEMENT – PLEASE READ CAREFULLY

Please **DO NOT DATE** the Legal Agreement as the Council will complete the date when the document is completed. Complete the following sections ONLY-

- Box (1) Please complete this entry filling in the **full** name(s) and address(es) of **all** the owner(s) as recorded with Land Registry.
- Box (3) Please complete this entry setting out **full address of the Property** that is to benefit from the vehicle crossover.
- Box (5) Please complete the sub-clause(s) that apply to you and delete the clauses that do not apply as follows:-
- 5.1 – If your property is registered and you are the freehold owner please complete this entry. If you do not know the registered title number please leave blank and the Council will complete this for you. Please then delete sub-clauses 5.2, 5.3 & 5.4
 - 5.2 If your property is registered and you are the leasehold owner, please complete entry 5.1 (deleting reference to 'freehold') and as this entry will also apply to you, do not delete and provide the council with written consent from the freeholder that he/she may enter into this agreement. Again, please insert your registered leasehold title number at sub-clause 5.1 or alternatively leave blank and the Council will complete this on your behalf. Please then delete sub-clauses 5.3 & 5.4.
 - 5.3 Please complete this section if you are the freehold owner but your property is unregistered. Please delete sub-clauses 5.1, 5.2 and 5.4
 - 5.4 Please complete this section if you are a tenant and the property is unregistered. Please delete sub-clauses 5.1, 5.2 and 5.3
- Box (6) The Council will complete this entry,

Owner(s) Signature(s) - Please print and sign your name(s) of **all** the owners where indicated on the last page of the Deed in front of an **independent** witness. The witness should print their name and sign the document where indicated, then fill in their name, address and occupation details. If there are more than two owners please let us know and we will send you a revised Agreement.

Once you have completed the agreement in accordance with the guidance notes above, please return the document to us **together with your payment** in accordance with the attached quotation letter.

Sections 1, 3 and 5 must be completed and the Deed must be signed on page 6 by all of the owners.

Incomplete forms will be returned which will delay the construction of the crossover.

4.5 “the Guidance Notes” means the Guidance Notes entitled ‘Vehicle Crossover Application Guidance Notes’ (annexed to the Council’s application form for a vehicle crossover)

4.6 “Vehicle” means any vehicle, whether or not it is in a fit state for use on roads, and includes any chassis or body, with or without wheels, appearing to have formed part of such a vehicle and any load carried by and anything attached to or capable of being attached to such a vehicle

4.7 “Works” means the works carried out by the Council in accordance with the Plan.

WHEREAS:

5 [Delete as appropriate]:-

5.1 [the Owner is registered at H.M. Land Registry as proprietor of the Property with [freehold] [leasehold] title absolute under Title No [] and the Property is described as []

5.2 [the Owner is registered with leasehold title as per clause 5.1 above and the Owner has provided the Council with written consent from the freeholder that he/she may enter into this agreement]

5.3 [the Property is unregistered and the Owner has provided satisfactory evidence that the Property is vested in the Owner and that the Owner has the capacity to enter into this agreement with the Council]

5.4 [the Property is unregistered and the Owner is a tenant of the Property and the Owner has provided the Council with written consent from the freeholder that he/she may enter into this agreement]

- 6 The Council is the Highway Authority for the Highway known as [] and proposes to construct a vehicle crossover over the public footway lying between the Property and the said Highway in accordance with the Works as illustrated on the Plan pursuant to Section 184 of the Highways Act 1980.
- 7 This agreement is made pursuant to Section 16 of the Greater London Council (General Powers) Act 1974.
- 8 In this agreement words importing one gender shall be construed as importing any other gender and words imparting the singular shall be construed as importing the plural and vice versa
- 9 Wherever in this agreement more than one person or company is the Owner their obligations can be enforced against all or both of them jointly and against each individually
- 10 References to the Owner includes their successors in title

NOW THIS DEED WITNESSETH AS FOLLOWS:

- 11 In consideration of payment by the Owner to the Council of the cost of the Works incurred by the Council (receipt of which is hereby acknowledged by the Council) and the Owner's covenants contained in this agreement the Council agrees with the Owner to execute the Works and allow the Owner, and others authorised by the owner, to use the Footway for the purposes of a vehicular crossing to and from the Highway from and to the Property

12 OWNER'S COVENANTS

In accordance with the Guidance Notes and this clause 12 the Owner covenants with the Council as follows:-

- 12.1 to pay the Council's legal costs, expenses and disbursements (including vat if payable) in connection with the negotiation, preparation and execution of this deed [receipt of which is hereby acknowledged by the Council];
- 12.2 not to park or allow to be parked any Vehicle or other obstruction whatsoever on the Crossover or public footway;
- 12.3 not to allow any Vehicle to overhang any part of the Crossover or public footway whatsoever;
- 12.4 not to allow any Vehicle access to the Owner's Parking Area if access by that Vehicle to the Owner's Parking Area can only be achieved by:-
- 12.4.1 manoeuvring the Vehicle backwards and forwards across the Crossover in order to gain access to the Owner's Parking Area (which for the avoidance of doubt includes having to manoeuvre a Vehicle in more than one movement from the Highway onto the Owner's Parking Area); and
- 12.4.2 having to manoeuvre a Vehicle onto or across any part of the public footway abutting either side of the Crossover in order to gain access to the Owner's Parking Area
- 12.5 to be responsible for ensuring that surface water from the Owner's Parking Area does not discharge onto the Crossover or Highway;
- 12.6 that the Owner's Parking Area has been constructed within the boundaries of the Owner's Property in accordance with plans and specifications previously submitted and approved by the Council.
- 12.7 that the Owner's Parking Area has been constructed from materials that will not cause loose material to be carried onto the Crossover or Highway.
- 12.8 that the Owner has, if applicable, obtained and provided to the Council copies of any planning permissions required in constructing the Owner's Parking Area

12.9 to pay the Council's reasonable costs in applying to the Registrar of Local Land Charges to register notice of this agreement in the Local Land Charges Register [receipt of which is hereby acknowledged by the Council];

12.10 that the Owner has read and understood the Guidance Notes:-

12.10.1 complied with all of the provisions contained therein;

12.10.2 submitted the application form annexed to the Guidance Notes and obtained permission from the Council for a vehicle crossover; and

12.10.3 paid to the Council all of the costs as set out in the Guidance Notes and this Deed

13 In the event of any breach by the Owner of his covenants contained in this agreement then the Council may serve written notice upon the Owner requesting that the Owner rectify the breach and the Owner shall be responsible for the Council's costs in serving such notice in the sum of £50.00

14 If the Owner does not comply with the written notice from the Council as set out at clause 13 above the Council may terminate this agreement and the costs of any works arising out of or connected to the blocking off obstruction or re-instatement of the Crossover and its kerb (including all administrative surveyors and legal costs) incurred by the Council shall be payable on demand by the Owner to the Council. Termination of this agreement shall be without prejudice to all other rights and remedies available to the Council arising out of any antecedents breaches of the Owner's covenants

IN WITNESS whereof the parties hereto have executed this Document as a Deed and have delivered it upon the day and year first before written.

THE COMMON SEAL OF THE MAYOR)
AND BURGESSES OF THE LONDON)
BOROUGH OF BARNET was hereunto)
affixed by in the presence of:)
)

Authorised Signatory

Authorised Signatory

SIGNED AS A DEED by 1st owner

(Name in block capitals)
.....

Signature of Owner
.....

in the presence of:

Signature of witness _____

Name (in BLOCK CAPITALS) _____

Address _____

Occupation _____

SIGNED AS A DEED by 2nd owner

(Name in block capitals)
.....

Signature of Owner
.....

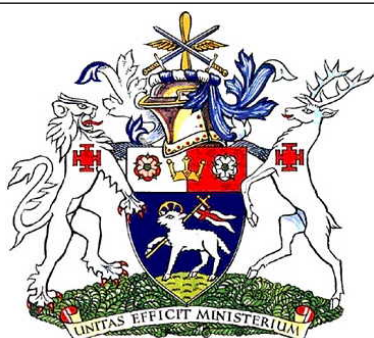
in the presence of:

Signature of witness _____

Name (in BLOCK CAPITALS) _____

Address _____

Occupation _____



Title: Pesticide Free Barnet

Date: 13 September 2018

Title	Pesticide free Barnet
Report of	Chairman of the Environment Committee
Wards	All
Status	Public
Urgent	No
Key	No
Enclosures	None.
Officer Contact Details	<p>Jamie Blake, Strategic Director – Environment Jamie.Blake@barnet.gov.uk</p> <p>Kitran Eastman – Director, Streetscene Kitran.Eastman@barnet.gov.uk</p>

Summary

The Council takes an integrated approach to weed control which includes chemical and non-chemical solutions such as mulching of shrub and rose beds in our Parks and Highways. This includes the use of glyphosate on a minimal and targeted basis to control weeds in parks and on the highways.

The Council recognises the importance of closely managing the use and distribution of pesticide and herbicides, and all staff and contractors employed on work which requires the use of chemicals are fully trained and issued with the appropriate personal protective equipment (PPE).

In accordance with European Union Commission and UK standard guidance, the Council will continue to monitor the advice in respect of the use of Glyphosate. In addition it will continue to review an approach which is in line with industry and technological development for the treatment and management of weeds and invasive species.

Officers Recommendations

- 1. Environment Committee note the guidance issued by the EU Commission and UK bodies in relation to the use of Glyphosate, which will be monitored by Officers in line with good practice in relation to the treatment and management of weeds and invasive species.**

1. WHY THIS REPORT IS NEEDED

- 1.1 The following motion was carried at Full Council on the 31 July 2018; Agenda Item 14.2 - Administration amendment in the name of Cllr Dean Cohen:

Pesticides in Barnet:

- 1.2 Council notes that pesticides and herbicides like Glyphosate that are used in our parks and public spaces divide opinion, and some residents believe they can cause harm to people, animals and the environment. However Council notes that residents' complaints about weeds consistently outweigh those about pesticides.
- 1.3 Council notes that LB Hammersmith & Fulham have gone pesticide free, and other councils are now taking the pesticide free route, but that the European Union authorised a further five-year lease on the use of Glyphosate in November 2017.
- 1.4 Council requests that the Environment Committee monitor the legislative status of Glyphosate, regardless of the United Kingdom's relationship with the European Union in 2022, as well as cost-effective and results-paritive alternatives.

2. REASONS FOR RECOMMENDATIONS

- 2.1 The Council takes an integrated approach to weed control which includes chemical and non-chemical solutions such as mulching of shrub and rose beds in Parks and Highways. The local use of pesticides is based on legislative guidance which is reviewed and monitored.
- 2.2 On the 15th March 2017, the European Union (EU) Risk Assessment Committee stated;
- There is no evidence to link glyphosate to cancer in humans, based on available information.
 - Glyphosate should not be classified as a substance that causes genetic damage or disrupts reproduction.
- 2.3 The same conclusion was also reached by other organisations which includes the;
- European Food Safety Authority
 - National Authorities outside the EU (Canada, Japan, Australia, and New Zealand)
- 2.4 On the 16th May 2017 the Commission agreed that the discussions with member states about possible renewal of the glyphosate licence could restart. Subsequent to which on the 20th July 2017 the Commission restarted the discussion with member states, with an objective to have those discussions finalised in the Autumn before proceeding to vote.
- 2.5 On 12 December 2017 the Commission adopted the act to renew the approval of glyphosate for 5 years.

3. ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED

- 3.1 The option of the Council continuing its current practices without due regard to EU guidance and good practice is not recommended.

4. POST DECISION IMPLEMENTATION

- 4.1 The Council will continue to monitor EU and UK guidance in relation to the use of Glyphosate.
- 4.2 The Council will also continue to review the working practises of other London Boroughs, such as LB Hammersmith and Fulham and their learnings in respect pesticide free treatment of weeds and invasive species.

5. IMPLICATIONS OF DECISION

5.1 Corporate Priorities and Performance

- 5.1.1 The Corporate Plan 2015 – 20 is based on the core principles of fairness, responsibility and opportunity to make sure Barnet is a place:

- Of opportunity, where people can enhance their quality of life
- Where people are helped to help themselves, recognising that prevention is better than cure.
- Where responsibility is shared, fairly.
- Where services are delivered efficiently to get value for money for the taxpayer.

- 5.1.2 The Council recognises the importance of closely managing the use and distribution of pesticide and herbicides, which is connected to ensuring that services are efficiently and safely delivered to maintain a quality of life.

5.2 Resources (Finance & Value for Money, Procurement, Staffing, IT, Property, Sustainability)

- 5.2.1 None.

5.3 Social Value

- 5.3.1 None.

5.4 Legal and Constitutional References

- 5.4.1 Article 7 of the Council constitution states Environment Committee has the;

- (1) Responsibility for all borough-wide or cross-constituency matters relating to the street scene including, parking, road safety, lighting, street cleaning, transport, waste, waterways, refuse, recycling, allotments, parks, trees, crematoria and mortuary, trading standards and environmental health.

5.4.2 The use of pesticides and its legislative status will be monitored by the Environment Committee in respect of its responsibilities under the constitution and where applicable future reports will be presented to Committee for consideration.

5.4.3 The current EU wide licence of Glyphosate expires in 2022. It remains to be seen whether the UK will mirror the existing EU pesticide regulation regime in its domestic legislation once the UK leaves the EU, although this is likely in the short term.

5.5 Risk Management

5.5.1 The Council will monitor guidance issued, which will be conducted as part of working practise operations on an annual basis, or where an update to legislation and guidance is issued.

5.6 Equalities and Diversity

5.6.1 The Equalities and Diversity Act 2010, outlines the provisions of the Public-Sector Equalities Duty which requires Public Bodies to have due regard to the need to:

- Eliminate unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010
- Advance equality of opportunity between people of different groups
- Foster good relations between people from different groups

5.7 Consultation and Engagement

5.7.1 None.

5.8 Insight

5.8.1 A statement from the Amenity Forum;
<http://amenityforum.co.uk/amenity-forum-responds-to-glyphosate-verdict-in-the-usa/>

The Amenity Forum is an Industry Led Voluntary Initiative;
<http://amenityforum.co.uk/about/>

6. BACKGROUND PAPERS

6.1 <https://barnetintranet.moderngov.co.uk/ieListDocuments.aspx?CId=162&MId=9452&Ver=4>

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Environment Committee

13 September 2018



Title	Quarter 1 2018/19 Environment Performance Report
Report of	Chairman of the Environment Committee
Wards	All
Status	Public
Urgent	No
Key	No
Enclosures	None
Officer Contact Details	Alaine Clarke, Head of Performance and Risk alaine.clarke@barnet.gov.uk

Summary

This report provides an update on the Theme Committee priorities in the Corporate Plan 2018/19 Addendum for **Quarter 1 (Q1) 2018/19**, including budget forecasts for revenue and capital, progress on activities, performance of key indicators and any high level risks.

Officer Recommendations

- The Committee is asked to review the financial, performance and risk information for Q1 2018/19 and make any referrals to Policy and Resources Committee or Financial Performance and Contracts Committee in accordance with the terms of reference of these Committees.**

1. PURPOSE OF REPORT

Introduction

- 1.1 The Environment Committee has responsibility for all matters relating to the street scene. The priorities for the year ahead (see table 1) are set out in the Corporate Plan 2018/19 Addendum, which is available online at <https://www.barnet.gov.uk/citizen-home/council-and-democracy/policy-and-performance/corporate-plan-and-performance>
- 1.2 This report provides an update on these priorities for **Q1 2018/19**, including budget forecasts for revenue and capital, progress on activities, performance of key indicators and any high level risks.
- 1.3 This report is in addition to the Q1 2018/19 Strategic Performance Report to Policy and Resources Committee and the Q1 2018/19 Contracts Performance Report to Financial Performance and Contracts Committee. These reports can be found on the committee section of the council’s website at <https://barnet.moderngov.co.uk/ieDocHome.aspx?bcr=1>

Table 1: Environment Committee priorities for 2018/19

Priorities	Key activities
Modernising environmental services	<ul style="list-style-type: none"> Introduce new equipment and technology to improve quality and efficiency Implement a flexible management model to enable operational management to work across recycling/waste and street cleansing services Make efficiencies through the optimum use of vehicles and use of electric fleet Procure a data and works management system to modernise delivery and improve customer experience
Delivering highways improvements	<ul style="list-style-type: none"> Implement Year 4 of the Network Recovery Plan (NRP) for roads and pavements Provide additional capital investment for road patching and potholes Invest in Transport for London (TfL) Local Implementation Plan (LIP) projects to improve safety, parking and local transport
Delivering transport improvements	<ul style="list-style-type: none"> Deliver £400k of electric vehicle charging infrastructure Introduce a ‘floating model’ car club to reduce car usage and transition to cleaner models of transport Develop a transport strategy to move people towards greener modes of travel such as public transport or electric vehicles
Investing in parks and open spaces for a greener borough	<ul style="list-style-type: none"> Construct new facilities at Montrose Recreation Ground/Silkstream Park Complete masterplans for Cophall, West Hendon, Barnet Playing Fields and North West Green Belt sites Commence improvement works to Victoria Park and the Colindale and Rushgrove sites, as part of Colindale regeneration Plan parks and open spaces provision in the Brent Cross regeneration area
Delivering efficient regulatory services	<ul style="list-style-type: none"> Investigate serious complaints of unfair trading, fraud and consumer safety; and ensure licensed premises meet licensing objectives Work with neighbouring boroughs to implement project plans under the Mayor’s Air Quality Fund Investigate public health, noise, nuisance and anti-social behaviour service requests and work with interested parties to resolve problems Implement the latest technology to enhance the funeral service; invest in modernisation of cemetery buildings; and investigate means to prolong the life of Hendon Cemetery and provide additional burial space locally

Budget forecasts

1.4 The forecast **revenue outturn** (after reserve movements) for Environment, Parking and Infrastructure, Street Scene and Re Managed Budgets is set out in table 2.

Table 2: Revenue forecast (Q1 2018/19)

Service	Revised Budget	Q1 18/19 Forecast	Variance from Revised Budget Adv/(fav)	Reserve Move-ments	Q1 18/19 Forecast after Reserve Move-ments	Variance after Reserve Move-ments Adv/(fav)	Variance after Reserve Move-ments Adv/(fav)
	£000	£000	£000	£000	£000	£000	%
Environment Staffing	395	682	287	0	682	287	73
NLWA Levy	12,452	12,165	(287)	0	12,165	(287)	(2)
Community Safety	1,939	1,939	0	0	1,939	0	0
Environment	14,786	14,786	0	0	14,786	0	0.0
Highway Inspection/ Maintenance	269	429	160	0	429	160	59.5
Parking	(538)	(567)	(29)	0	(567)	(29)	5.4
Special Parking Account	(10,839)	(11,996)	(1,157)	0	(11,996)	(1,157)	10.7
Street Lighting	6,341	6,311	(30)	0	6,311	(30)	(0.5)
Parking and Infrastructure	(4,767)	(5,823)	(1,056)	0	(5,823)	(1,056)	75.1
Business Improvement	638	547	(92)	0	547	(92)	(14.4)
Green Spaces	3,699	3,696	(2)	0	3,696	(2)	(0.1)
Waste	6,065	6,325	260	0	6,325	260	4.3
Street Cleansing	2,521	2,520	(1)	0	2,520	(1)	(0.0)
Street Scene Management	1,025	1,022	(3)	0	1,022	(3)	(0.3)
Trade Waste	(1,787)	(1,788)	(0)	0	(1,788)	(0)	0.0
Transport	385	382	(3)	0	382	(3)	(0.8)
Street Scene	12,546	12,707	161	0	12,707	161	1.3
Drainage (Gully Cleansing)	300	300	(0)	0	300	(0)	(0)
Public Conveniences	50	50	0	0	50	0	0
NRSWA	57	57	(0)	0	56	(0)	(0)
Private Works Reinstatement	20	20	0	0	20	0	0
Rech Works Other	39	39	(0)	0	39	(0)	(0)
Road Structural Planned	125	125	0	0	125	0	0

Service	Revised Budget	Q1 18/19 Forecast	Variance from Revised Budget Adv/(fav)	Reserve Move-ments	Q1 18/19 Forecast after Reserve Move-ments	Variance after Reserve Move-ments Adv/(fav)	Variance after Reserve Move-ments Adv/(fav)
Parking Design Works	61	61	0	0	61	0	0
ES Management	0	0	0	0	0	0	0
Food Safety	16	16	0	0	16	0	0
Road Structural Respons	500	500	(0)	0	500	(0)	(0)
Rech Work Crossover	380	380	(0)	0	380	(0)	(0)
Expenditure	1,547	1,547	(0)	0	1,547	(0)	(0)
Parking Design Income (LIP)	(1,611)	(1,611)	0	0	(1,611)	0	0
Income	(1,611)	(1,611)	0	0	(1,611)	0	0
Re Managed Budgets	(63)	(63)	0	0	(63)	0	0.0

1.5 The forecast revenue outturn for **Environment (including Environment Staffing, NLWA and Community Safety), Parking and Infrastructure** is £8.963m. The Environment Staffing overspend has been offset by the NLWA underspend. The overspend in Highway Inspection/Maintenance was due to the depot relocation, which led to higher staff, vehicle and plant costs. The forecast has been based on a mild winter. The underspend in Parking was due to the over-achievement of income targets, partly offset by overspends on minor repairs and car park cleansing works; whilst the underspend in Special Parking was due to the over-achievement of income targets on Penalty Charge Notices (PCNs) and moving traffic camera contraventions. The Street Lighting underspend was due to additional electricity consumption savings managed through the extended use of the CMS systems.

For **Street Scene**, the forecast revenue outturn is £12.707m. The forecast overspend is largely due to delays in withdrawing the separate food waste collection service, which was approved by Environment Committee in June 2018 and was planned for the end of July 2018. The delay has been as a result of Mayor Khan's request that Barnet enter consultation with his office regarding the withdrawal. As such the savings, a significant proportion of which would have been made in the school holidays by a reduction in agency spend to cover annual leave, are yet to be made. Within Street Scene, in year pressures within waste and recycling are being offset by savings across the rest of the service while the collection round reorganisation is being planned and implemented.

The **Re Managed Budgets** is forecast to come in on budget.

1.6 The projected **capital outturn** for Street Scene, Parking and Infrastructure and Re (Highways) is set out in table 3.

Table 3: Capital forecast (Q1 2018/19)

Service	18/19 Revised Budget	Additions/ (Deletions)	(Slippage)/ Accelerated Spend	Q1 18/19 Forecast	Forecast variance from Approved Budget	Forecast variance from Approved Budget
	£000	£000	£000	£000	£000	%
Old Court House – Public Toilets	40	0	0	40	0	0.0
Parks & Open Spaces and Tree Planting	54	0	0	54	0	0.0
Park Infrastructure	465	0	(55)	410	(55)	(11.8)
Victoria Park Infrastructure	501	0	0	501	0	0.0
Data Works Management System	432	0	0	432	0	0.0
Parks Equipment	108	0	0	108	0	0.0
Waste	234	0	0	234	0	0.0
Weekly Collection Support Scheme Vehicles	488	0	0	488	0	0.0
Vehicles	1,827	0	0	1,827	0	0.0
Street Cleansing and Greenspaces - Vehicles and Equipment	1,029	0	0	1,029	0	0.0
Greenspaces Development Project	500	0	0	500	0	0.0
Street Scene	5,678	0	(55)	5,623	(55)	(1.0)
Lines and Signs	170	0	0	170	0	0.0
Highways (Permanent Re-instatement)	969	0	(219)	750	(219)	(22.6)
Highways Proactive Patching	560	0	0	560	0	0.0
Parking and Infrastructure	1,699	0	(219)	1,480	(219)	(12.9)
LIP 16/17 and onwards	3,237	(74)	0	3,163	(74)	(2.3)
Borough Cycling Programme	0	606	0	606	606	100.0
Re (Highways TfL LIP)	3,237	532	0	3,769	532	16.4
Footway Reconstruction	43	0	0	43	0	0.0
Traffic Management	4	0	0	4	0	0.0
Highways Improvement	364	0	0	364	0	0.0
Travel Plan Implementation	91	0	0	91	0	0.0

Service	18/19 Revised Budget	Additions/ (Deletions)	(Slippage)/ Accelerated Spend	Q1 18/19 Forecast	Forecast variance from Approved Budget	Forecast variance from Approved Budget
	£000	£000	£000	£000	£000	%
Carriageways	1,939	0	(1,289)	650	(1,289)	(66.5)
Highways Planned Maintenance Works Programme	40	0	0	40	0	0.0
Saracens	16	0	0	16	0	0.0
Drainage Schemes	70	0	0	70	0	0.0
Road Traffic Act – CPZs	108	0	0	108	0	0.0
Investment in Roads and Pavement (NRP)	9,367	0	0	9,367	0	0.0
Re (Highways non-TfL)	12,042	0	(1,289)	10,753	(1,289)	(10.7)

1.7 The projected capital outturn for **Street Scene** is £5.623m (1.0% variance from the revised budget). The slippage was due to spend for Park Infrastructure whilst awaiting the Green Belt review. The projected capital outturn for **Parking and Infrastructure** is £1.480m (12.9% variance from the revised budget). This was due to slippage in the Highways (permanent re-instatement) programme.

The **Re capital programme** includes spend for **Highways**. The projected capital outturn for the TfL Local Implementation Plan (LIP) is £3.769m (16.4% variance from the revised budget). The non-TfL programme has a projected capital outturn of £10.753m (10.7% variance from the revised budget). This was due to slippage in the Carriageways programme.

Committee priorities

1.8 The update on Committee priorities includes performance and risk information as follows:

- Progress on activities
- Performance of key indicators¹
- High level risks from the Corporate Risk Register²
- Strategic issues/escalations related to Theme Committee.

1.9 An overall status for each of the Committee's priorities is shown in table 4. This reflects the Q1 2018/19 position on budget forecasts, progress on activities, performance of key indicators and any high level risks.

¹ New RAG rating reflects the percentage variance of the result against the target as follows: On target = **GREEN (G)**; Up to 9.9% off target = **AMBER (A)**; 10% or more off target = **RED (R)**. The Direction of Travel (DOT) status shows the percentage variation in the result since last year e.g. Improving (**↑ I**), Worsening (**↓ W**) or Same (**→ S**). The percentage variation is calculated as follows: Q1 18/19 result minus Q1 17/18 result equals difference; then difference divided by Q1 17/18 result multiplied by 100 = percentage variation.

² The Corporate Risk Register includes strategic risks (strategic and business critical risks) and high level (scoring 15 and above) service/joint risks (service and contract delivery risks). All risks are managed in line with the council's risk management framework. The risk registers are live documents and the Q1 2018/19 Corporate Risk Register provides a snapshot in time (as at end June 2018). All risk descriptions for the strategic and high level service/joint risks are available in Appendix A.

Table 4: Overall status for priorities (Q1 2018/19)

Environment Committee priorities	Overall status
Modernising environmental services	Amber
Delivering highways improvements	Red
Delivering transport improvements	Green
Investing in parks and open spaces	Green
Delivering efficient regulatory services	Green

Modernising environmental services

1.10 Street Scene has focused on ensuring approval for 2018/19 budget pressures, including MTFs commitments of £750k and 2017/18 overspend. In June 2018, Environment Committee approved a package of savings and service changes, including 1) re-organisation of Recycling and Waste Rounds and changes to residents' collection dates; 2) stop separate household food waste collections; 3) removal of recycling bring sites; 4) Christmas and New Year collections and the winter suspension of Garden Waste Collection Service; 5) charging for replacement recycling and waste containers; and 6) time banded waste collection in town centres. The planning for these changes is now ongoing with roll-outs planned from July 2018 for Time Banding and Bring site removal and autumn 2018 for the reorganisation of Recycling and Waste Rounds. Street Scene has also committed to roll-out new recycling services for businesses across Barnet as part of its expanding offer.

1.11 There are three key indicators linked to this priority in the Corporate Plan. Two are annual indicators and will be reported later in the year. One indicator has not met the quarterly target.

- Household waste sent for reuse, recycling and composting (RAG rated RED)** – 32.6% against a target of 40.2% for Q4; and 36.9% against an annual target of 42% for EOY 2017/18. The year-end result was a shortfall of 5.1% and a drop of 0.49% compared to 2016/17 (37.4%). This reduction was consistent with many London Boroughs. London's recycling rate decline has been attributed to a multitude of reasons, most notably a transient population and high proportion of flats which also affect Barnet. In addition, there has been less recyclable material collected such as newspaper and recyclable packaging has become smaller and lighter. This has directly impacted on the tonnage of recycling collected, which has decreased by 2.2kg per household (from 91.8kg per household in 2016/17 to 89.6kg per household in 2017/18). Future work will focus on maximising performance of kerbside and estate dry recycling services; addressing the high levels of residual waste produced by households through communications and promotion of national campaigns; and joint working on waste prevention initiatives with North London Waste Authority.

Indicator	Polarity	17/18 EOY	17/18 Target	Q4 17/18			Q4 16/17	Benchmarking
				Target	Result	DOT	Result	
Household waste sent for reuse, recycling and composting	Bigger is Better	36.9%	42%	40.2%	32.6% (R)	↓ W -0.3%	32.7%	Rank 9 (out of 32 London Boroughs) (2017/18, Wasteflow)

1.12 There are no high level risks linked to this priority.

Delivering highways improvements

1.13 £7.2m was approved for Year 4 (2018/19) of the Network Recovery Plan (NRP), which covers carriageway resurfacing, micro asphalt surfacing and footway schemes. In Q1, 12 carriageways, eight micro asphalt surfacing and six footway schemes were completed. In addition, the proactive patching programme on carriageways completed an average of over 100 square metres of patching daily using two machines.

The Direct Labour Organisation (DLO) was deployed to assist the contractor (Conway Aecom) with Category 1 reactive maintenance works in six post code areas, which helped to improve performance in May 2018 and reduce subsequent reports in those areas. This support enabled Conway Aecom to programme their Category 2 and 3 works and reduce the level of backlog that has been an ongoing issue and cause for concern within the partnership. There continue to be ongoing issues with IT, especially the transfer of information, instructions and photographs between the council's (Exor) and Conway Aecom's (Icon) systems and the Hub (call centre). An action plan has been prepared to address this following a mini workshop and is being updated at regular meetings, including the two weekly contract meetings.

19 new Local Implementation Plan (LIP) schemes have been allocated resources. These include Traffic Management and Accident Reduction schemes; Minor Traffic Management schemes; Bus Stop accessibility improvements; School Travel Plan schemes; and Cycle schemes. Of the 19, nine will be implemented in 2018/19. The design for four of these schemes has commenced and consultation will take place in the autumn.

1.14 There are eight key indicators linked to this priority in the Corporate Plan. Three are annual indicators and will be reported later in the year. The **satisfaction with NRP repairs** are 'Monitor only' indicators for the quarter and have been provided for information. One indicator has met the quarterly target. Two indicators have not met the quarterly target.

- **Highways Category 1 defects rectification timescales completed on time (RAG rated RED)** – 60% against a target of 100%. A high volume of potholes was reported at the start of Q1 (April 2018) due to poor weather conditions. The DLO was deployed to assist the contractor, which helped to improve performance in May 2018. However, ongoing IT issues have continued to impact on performance and some of these issues remain unresolved.
- **Highways Category 2 defects rectification completed on time (RAG rated RED)** – 79.3% against a target of 100%. See comment above. In addition, a number of rectifications were not completed due to access issues and traffic management needed.

Indicator	Polarity	17/18 EOY	18/19 Target	Q1 18/19			Q1 17/18	Benchmarking
				Target	Result	DOT	Result	
Emergency defects rectification timescales completed on time	Bigger is Better	98.9%	100%	100%	100% (G)	→ S	100%	No benchmark available
Highways Category 1 defects rectification timescales completed on time (48 hours)	Bigger is Better	87.5%	100%	100%	60% (R)	↓ W -39%	99.2%	No benchmark available

Indicator	Polarity	17/18 EOY	18/19 Target	Q1 18/19			Q1 17/18	Benchmarking
				Target	Result	DOT	Result	
Highways Category 2 defects rectification completed on time	Bigger is Better	73%	100%	100%	79.3% (R)	N/A	N/A ³	No benchmark available
Satisfaction with NRP repairs – footways	Bigger is Better	New for 18/19	93%	Monitor	90% ⁴	New for 18/19	New for 18/19	No benchmark available
Satisfaction with NRP repairs – carriageways	Bigger is Better	New for 18/19	90%	Monitor	80% ⁵	New for 18/19	New for 18/19	No benchmark available

1.15 There is one high level risk linked to this priority. This is a service (PI = Parking and Infrastructure) risk.

- **PI011 - Winter Service (residual risk score 15).** As a result of relocating the gritting depot from Barnet to Harrow there is a risk that the increased travel time will affect service delivery. Although the risk is limited to winter months, actions to manage the risk have continued such as viewing potential sites in Barnet and reviewing some of the gritting routes to see if these could be optimised (reduced) in size.

Delivering transport improvements

1.16 An agreement has been completed for the first floating car club, which will be launched by the end of the summer 2018. This will see 40 to 60 vehicles made available across the borough, including electric vehicles. Other providers are being encouraged to participate.

35 lamp column chargers and 28 standalone electric vehicle charging spaces in car parks are being installed across the borough. These should be in place by November 2018.

Data and information has been collated to support the development of a new Transport Strategy, which will be developed during the year. A consultant has been recruited to write the strategy.

1.17 There are two key indicators linked to this priority. One is an annual indicator and will be reported later in the year. The remaining indicator has met the quarterly target.

Indicator	Polarity	17/18 EOY	18/19 Target	Q1 18/19			Q1 17/18	Benchmarking
				Target	Result	DOT	Result	
Success of independent adjudicator appeals on Penalty Charge Notices	Bigger is Better	New for 18/19	50%	48%	49% (G)	New for 18/19	New for 18/19	No benchmark available

1.18 There are no high level risks linked to this priority.

³ Data not reported for May or June 2018; therefore, no DOT provided.

⁴ The Q1 2018/19 result refers to the survey undertaken in February 2018. The result provides baseline data for the 2018/19 target 93%. 101 surveys were completed for footways.

⁵ The Q1 2018/19 result refers to the survey undertaken in February 2018. The result provides baseline data for the 2018/19 target 90%. 118 surveys were completed for carriageways.

Investing in parks and open spaces

- 1.19 Tenders for the landscaping works at **Montrose Recreation Ground/Silkstream Park** were received in July 2018 and are being evaluated. Works are scheduled to start in October 2018, with an anticipated 18 months build programme. Successful applications for grant funding have been made to the Greater London Authority (£324k) and the Environment Agency (£80k) to support specific elements of the project. The outcome of further grant applications are awaited. The application for planning consent for the associated hub building has been submitted. Tenders for the construction of the hub building will be invited over summer 2018, with the build being undertaken in 2019.

The draft Masterplan for the **Copthall Sports Hub and Mill Hill Open Spaces** was considered by Environment Committee in March 2018 and agreed as the long-term vision for the sites: subject to the outcome of a public consultation. The consultation closed in July 2018 and a report will be brought to Environment Committee later in the year.

Consultants have undertaken initial stakeholder consultation and options appraisals for the **West Hendon and Barnet Playing Fields/King George V Playing Fields** and proposals will be subject to public consultation during the summer 2018, with the final reports submitted to Environment Committee later in the year.

At the request of Planning Committee, work on the **North West Green Belt** sites has been deferred until late 2018/early 2019, so it does not conflict with the Metropolitan Open Land and Green Belt sites review and imminent Local Plan Review.

Consultants have undertaken stakeholder consultation and an options appraisal relative to the **Victoria Park** improvements. The final report will be submitted to Environment Committee later in the year.

Tenders for landscape architecture services relative to the improvements to the **Colindale and Rushgrove Parks** are being invited. An appointment is anticipated in October 2018: following which the designs will be finalised in April 2019 and construction work tendered during the summer 2019. Works are anticipated to start in October 2019 with a 12 month build period.

The Greenspaces Development Team is engaged with the **Brent Cross Regeneration** Team and is awaiting parks and open spaces proposals from the developers.

- 1.20 There is one key indicator linked to this priority. This is an annual indicator and will be reported later in the year.

- 1.21 There are no high level risks linked to this priority.

Delivering efficient regulatory services

- 1.22 **Trading Standards** - new rules under the EU Payment Services Directive banning surcharges for persons paying by credit card came into force in January 2018. Advice has been given to traders about the new rules and how this impacts on the way they trade.

Targeted visits were made to premises to ensure that there were no changes in ownership or management of premises since the last licence. Joint operations were undertaken with various partners such as the Police, including a clampdown on unlawful scrap metal dealers and underage sales. An Automatic Number Plate Recognition operation was also undertaken at London Gateway services where advice was given to tradesmen on

consumers legal rights and obligations and paperwork was checked to ensure legally compliant.

The Letting Agents Web Survey uncovered various issues with traders in Barnet, which Trading Standards have been following up. For example, the Environment Agency issued a non-compliance notice to one trader for storage non-compliance and the Licensing team issued formal advice in relation to traders needing to be licensed for scrap metal collection.

Licensing - the Community Protection Regulation team had three cases in Court involving street trading and advertisement boards. All were successful with fines of £500 to £1000 given for each offence and overall awards of £1250 to £5600 made. A review of two premises licences was undertaken by the Licensing Sub-Committee due to concerns raised about the premises adherence to licensing objectives. In one case the licence was revoked and in another case some of the licensable activities were removed and other conditions added.

Air Quality – the annual status report for air quality was completed by Environmental Health. This showed a trend for less pollution at background sites but revealed air quality levels were still exceeding and not improving significantly at town centre roadside sites, which are particularly congested with slow moving traffic. For the next round of GLA funding, the Mayor’s focus will be on air quality audits at schools that exceed objectives and mitigation. Barnet has 15 schools that exceed objectives and two that have had audits looking at mitigation. The Project Plan for the Mayor’s Air Quality Fund has been agreed.

Public health, noise nuisance and anti-social behaviour - six abatement notices were served in Q1. Noise nuisance leaflets were distributed at Edgware tube station, which resulted in a six per cent reduction in noise nuisance complaints in Edgware. An alleged breach of a Community Protection Warning and a Community Protection Notice is being investigated. Additionally, the Driver Vehicle Standard Agency issued four dangerous vehicle Notices, with two accompanied by Fixed Penalty Notices; and the Police issued a Fixed Penalty Notice for no MOT.

Hendon Cemetery has invested in new technologies, including a new administration system to replace paper records; web casting of funerals; digital audio and video sound systems; and remote ordering of playlists for funeral directors. Future plans for Hendon Cemetery include digitising burial and cremation records via Ancestry.com; decoration of the Chapels; and rebuilding the grounds maintenance/mess facility. A planning application has been submitted to bring the derelict Gatehouse back into use to provide a modern office environment with private consulting room, café and wake facility. The Gatehouse development and grounds maintenance/mess facility rebuild will create additional burial space. The Mausoleum/Burial Vault project has enabled land unsuitable for traditional burial to be utilised. Other areas of the site such as roundabouts and redundant pathways are being used for burial or grave sales and grave reuse has been approved. Milesplit Hill Cemetery land was purchased by the council in June 2018.

1.23 There are four key indicators linked to this priority. One is an annual indicator and will be reported later in the year. The remaining three indicators have all met the quarterly target.

Indicator	Polarity	17/18 EOY	18/19 Target	Q1 18/19			Q1 17/18	Benchmarking
				Target	Result	DOT	Result	

Indicator	Polarity	17/18 EOY	18/19 Target	Q1 18/19			Q1 17/18	Benchmarking
				Target	Result	DOT	Result	
Compliance with Environmental Health Service Standards (Priority 2)	Bigger is Better	97.2%	95%	95%	97% (G)	→ S	97%	No benchmark available
Compliance with Environmental Health Service Standards (Priority 1)	Bigger is Better	100%	100%	100%	100% (G)	→ S	100%	No benchmark available
Food sampling inspections	Bigger is Better	107.6%	100%	100%	135% (G)	↑ +3.5%	131%	No benchmark available

1.24 There are no high level risks linked to this priority.

Strategic issues/escalations

1.25 There are no strategic issues/escalations for P&R Committee.

2 REASONS FOR RECOMMENDATIONS

- 2.1 These recommendations are to provide the Committee with relevant financial, performance and risk information in relation to the priorities in the Corporate Plan 2018/19 Addendum. This paper enables the council to meet the budget agreed by Council on 6 March 2018.

3 ALTERNATIVE OPTIONS CONSIDERED AND NOT RECOMMENDED

- 3.1 None.

4 POST DECISION IMPLEMENTATION

- 4.1 None.

5 IMPLICATIONS OF DECISION

5.1 Corporate Priorities and Performance

- 5.1.1 The report provides an overview of performance for Q1, including budget forecasts for revenue and capital, progress on activities, performance of key indicators and any high level risks.
- 5.1.2 The Q1 2018/19 results for all Corporate Plan indicators are published on the Open Barnet portal at <https://open.barnet.gov.uk/dataset>
- 5.1.3 Robust budget, performance and risk monitoring are essential to ensure that there are adequate and appropriately directed resources to support delivery and achievement of council priorities and targets as set out in the Corporate Plan.
- 5.1.4 Relevant council strategies and policies include the following:
- Corporate Plan 2015-2020
 - Corporate Plan - 2016/17, 2017/18 and 2018/19 Addendums
 - Medium Term Financial Strategy
 - Performance and Risk Management Frameworks.
- 5.1.5 The priorities of the council are aligned to the delivery of the Health and Wellbeing Strategy.

5.2 Resources (Finance and Value for Money, Procurement, Staffing, IT, Property, Sustainability)

- 5.2.1 The budget forecasts are included in the report. More detailed information on financial performance will be provided to Financial Performance and Contracts Committee.

5.3 Social Value

- 5.3.1 The Public Services (Social Value) Act 2012 requires people who commission public services to think about how they can also secure wider social, economic and environmental benefits. Before commencing a procurement process, commissioners should think about whether the services they are going to buy, or the way they are going to buy them, could secure these benefits for their area or stakeholders. The council's contract management framework oversees that contracts deliver the expected services to the expected quality for the agreed cost. Requirements for a contractor to deliver activities in line with Social Value will be monitored through this contract management process.

5.4 Legal and Constitutional References

5.4.1 Section 151 of the Local Government Act 1972 states that: “without prejudice to section 111, every local authority shall make arrangements for the proper administration of their financial affairs and shall secure that one of their officers has responsibility for the administration of those affairs”. Section 111 of the Local Government Act 1972, relates to the subsidiary powers of local authorities.

5.4.2 Section 28 of the Local Government Act 2003 (the Act) imposes a statutory duty on a billing or major precepting authority to monitor, during the financial year, its income and expenditure against the budget calculations. If the monitoring establishes that the budgetary situation has deteriorated, the authority must take such action as it considers necessary to deal with the situation. Definition as to whether there is deterioration in an authority’s financial position is set out in sub-section 28(4) of the Act.

5.4.3 The Council’s Constitution (Article 7, Article 7 – Committees, Forums, Working Groups and Partnerships) sets out the responsibilities of all council Committees. The responsibilities of the Environment Committee include:

- (1) Responsibility for all borough-wide or cross-constituency matters relating to the street scene including, parking, road safety, lighting, street cleaning, transport, waste, waterways, refuse, recycling, allotments, parks, trees, crematoria and mortuary, trading standards and environmental health.
- (2) To submit to the Policy and Resources Committee proposals relating to the Committee’s budget for the following year in accordance with the budget timetable.
- (3) To make recommendations to Policy and Resources Committee on issues relating to the budget for the Committee, including virements or underspends and overspends on the budget. No decisions which result in amendments to the agreed budget may be made by the Committee unless and until the amendment has been agreed by Policy and Resources Committee.
- (4) To receive reports on relevant performance information and risk on the services under the remit of the Committee.

5.4.4 The council’s Financial Regulations can be found at:

<http://barnet.moderngov.co.uk/documents/s46515/17FinancialRegulations.doc.pdf>

5.4.5 Section 2.4.3 states that amendments to the revenue budget can only be made with approval as per the scheme of virements table below:

Virements for allocation from contingency for amounts up to and including £250,000 must be approved by the Chief Finance Officer
Virements for allocation from contingency for amounts over £250,000 must be approved by Policy and Resources Committee
Virements within a service that do not alter the approved bottom line are approved by the Service Director
Virements between services (excluding contingency allocations) up to and including a value of £50,000 must be approved by the relevant Chief Officers
Virements between services (excluding contingency allocations) over £50,000 and up to and including £250,000 must be approved by the relevant Chief Officer and Chief Finance Officer in consultation with the Chairman of the Policy and Resources Committee and reported to the next meeting of the Policy and Resources Committee
Virements between services (excluding contingency allocations) over £250,000 must be approved by Policy and Resources Committee.

5.5 Risk Management

- 5.5.1 Various projects within the council's revenue budget and capital programme are supported by time-limited grants. Where there are delays to the implementation of these projects, there is the risk that the associated grants will be lost. If this occurs either the projects will be aborted or a decision to divert resources from other council priorities will be required.
- 5.5.2 The revised forecast level of balances needs to be considered in light of the risk identified in 5.5.1 above.

5.6 Equalities and Diversity

- 5.6.1 The Equality Act 2010 requires organisations exercising public functions to demonstrate that due regard has been paid to equalities in:
- Elimination of unlawful discrimination, harassment and victimisation and other conduct prohibited by the Equality Act 2010.
 - Advancement of equality of opportunity between people from different groups.
 - Fostering of good relations between people from different groups.
- 5.6.2 The Equality Act 2010 identifies the following protected characteristics: age; disability; gender reassignment; marriage and civil partnership, pregnancy and maternity; race; religion or belief; sex and sexual orientation.
- 5.6.3 In order to assist in meeting the duty the council will:
- Try to understand the diversity of our customers to improve our services.
 - Consider the impact of our decisions on different groups to ensure they are fair.
 - Mainstream equalities into business and financial planning and integrating equalities into everything we do.
 - Learn more about Barnet's diverse communities by engaging with them.

This is also what we expect of our partners.

- 5.6.4 This is set out in the council's Equalities Policy together with our strategic Equalities Objective - as set out in the Corporate Plan - that citizens will be treated equally with understanding and respect; have equal opportunities and receive quality services provided to best value principles.
- 5.6.5 Progress against the performance measures we use is published on our website at: www.barnet.gov.uk/info/200041/equality_and_diversity/224/equality_and_diversity

5.7 Corporate Parenting

- 5.7.1 In line with Children and Social Work Act 2017, the council has a duty to consider Corporate Parenting Principles in decision-making across the council. There are no implications for Corporate Parenting in relation to this report.

5.8 Consultation and Engagement

- 5.8.1 During the process of formulating budget and Corporate Plan proposals for 2015-2020 onwards, four phases of consultation took place:

Phase	Date	Summary
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Phase	Date	Summary
Phase 1: Setting out the challenge	Summer 2013	The council forecast that its budget would reduce by a further £72m between 2016/17 and 2019/20, setting the scene for the PSR consultation
Phase 2: PSR consultation to inform development of options	October 2013 - June 2014	Engagement through Citizen's Panel Workshops which focused on stakeholder priorities and how they would want the council to approach the Priorities and Spending Review An open 'Call for Evidence' asking residents to feedback ideas on the future of public services in Barnet.
Phase 3: Engagement through Committees	Summer 2014	Focus on developing commissioning priorities and MTFs proposals for each of the 6 committees Engagement through Committee meetings and working groups
Phase 4: Strategic Plan to 2020 Consultation	December 2014 – March 2015	A series of 6 workshops with a cross section of residents recruited from the Citizens Panel and Youth Board, plus two workshops with users ⁶ of council services. An online survey (17 December 2014 – 11 February 2015)

5.9 Insight

5.9.1 The report identifies key budget, performance and risk information in relation to the Corporate Plan 2018/19 Addendum.

6 BACKGROUND PAPERS

- 6.1 Council, 3 March 2015 (Decision item 12) – approved Business Planning 2015/16 – 2019/20, including the Medium-Term Financial Strategy.
<http://barnet.moderngov.co.uk/ieListDocuments.aspx?CId=692&MId=7865&Ver=4>
- 6.2 Council, 14 April 2015 (Decision item 13.3) – approved Corporate Plan 2015-2020.
<http://barnet.moderngov.co.uk/ieListDocuments.aspx?CId=162&MId=7820&Ver=4>
- 6.3 Council, 4 April 2016 (Decision item 13.1) – approved 2016/17 addendum to Corporate Plan.
<http://barnet.moderngov.co.uk/ieListDocuments.aspx?CId=162&MId=8344&Ver=4>
- 6.4 Council, 7 March 2017 – approved 2017/18 addendum to Corporate Plan.
<http://barnet.moderngov.co.uk/ieListDocuments.aspx?CId=162&MId=8819&Ver=4>
- 6.5 Council, 6 March 2018 – approved 2018/19 addendum to Corporate Plan
<http://barnet.moderngov.co.uk/ieListDocuments.aspx?CId=162&MId=9162&Ver=4>

⁶ One "service user" workshop was for a cross section of residents who are users of non-universal services from across the council. The second workshop was for adults with learning disabilities.

London Borough of Barnet
Environment Committee Work Programme
September 2018 – June 2019

Title of Report	Overview of decision	Report Of (officer)	Issue Type (Non key/Key/Urgent)
Title of Report	Overview of decision	Report Of (officer)	Issue Type (Non key/Key/Urgent)
28th November 2018			
Business Planning 2019/20	Committee to approve MTFS savings for 2019/20	Chair of the Environment Committee	Key
Air Quality – Annual Report	Committee to discuss the update on progress in delivering the air quality action plan	Chair of the Environment Committee	Non-key
Fees and Charges Report	Committee to consider and approve the proposed fees and charges.	Chair of the Environment Committee	Non-key
Tree Policy Annual Report	Committee to consider and note progress on implementation of the action plan.	Chair of the Environment Committee	Non-key
Quarterly performance report	For the Committee to consider quarterly performance information.	Chair of the Environment Committee	Non-key
Festivals and Religious events	Committee to comment and agree policies in relation to waste collection and parking for festivals and religious events	Chair of the Environment Committee	Non-key
Victoria Park, Finchley master planning	Committee to agree master plan for Victoria Park and agree priority order for the work	Chair of the Environment Committee	Non-key
Air Quality – Annual Report	Committee to discuss the update on progress in delivering the air quality action plan	Chair of the Environment Committee	Non-key

Title of Report	Overview of decision	Report Of (<i>officer</i>)	Issue Type (Non key/Key/Urgent)
Local Flood Management Strategy	This report seeks the approval of the Council's Local Flood Management Strategy, as required by the Flood and Water Management Act 2010 and Flood Risk Regulations 2009.	Chair of the Environment Committee	Non-key
21 January 2019 – Items to be allocated			
14 March 2019 – Items to be allocated			
Quarterly performance report	For the Committee to consider quarterly performance information.	Strategic Director for Environment	Non-key

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