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CHILTERN
District Council



Services Overview Committee

Tuesday, 18th October, 2016 at 6.30 pm

**Large & Small Committee Room, King George V House, King George V Road,
Amersham**

A G E N D A

1 Evacuation Procedures

2 Minutes (*Pages 5 - 8*)

To sign the Minutes of the meeting held on 14 June 2016.

3 Apologies for Absence

4 Declarations of Interest

5 28 Day Notice (*Pages 9 - 10*)

Appendix 1: CDC Cabinet 28 Day Notice (Pages 11 - 14)

6 Review of the Recycling Performance of the Joint Waste Service (*Pages 15 - 24*)

The Committee, at the meeting held on 14 June, requested a report providing more detail about the problems and progress on achieving the recycling target of 57%.

Appendix 1: Seasonal Impact (Pages 25 - 26)

Appendix 2: Recycling Rate Profiling (Pages 27 - 28)

Appendix 3: Profiled Performance Targets (Pages 29 - 30)

- 7 Update on the new Local Air Quality Management Guidelines in England
(Pages 31 - 38)

Appendix 1: Air Quality Annual Status Report 2016 (Pages 39 - 96)

- 8 Quarter 1 Performance Reports 2016-17 (Pages 97 - 100)

The Committee is asked to consider the attached draft Cabinet report and any comments made will be reported to the Cabinet meeting.

Appendix A: Priority Pls 2016-17 - CDC (Pages 101 - 102)

Appendix B: Quarterly Corporate Performance Indicators (Pages 103 - 106)

- 9 Exclusion of the Public

To resolve that under Section 100(A)(4) of the Local Government Act 1972 the public be excluded from the meeting for the following item(s) of business on the grounds that it involves the likely disclosure of exempt information as defined in Part I of Schedule 12A of the Act.

- 10 Private reports (if any)

Note: All Reports will be updated orally at the meeting if appropriate and may be supplemented by additional reports at the Chairman's discretion.

Membership: Services Overview Committee

Councillors: J A Burton (Chairman)
N I Varley (Vice-Chairman)
L M Smith
D J Bray
E A Culverhouse
M Flys
A S Hardie
C J Jackson
P M Jones
S A Patel
C J Rouse
J J Rush
M W Titterington
E A Walsh

Date of next meeting – Tuesday, 29 November 2016

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CHILTERN DISTRICT COUNCIL

**MINUTES of the Meeting of the
SERVICES OVERVIEW COMMITTEE**
held on **14 JUNE 2016**

PRESENT: Councillor J A Burton - Chairman

Councillors: L M Smith
E A Culverhouse
C J Jackson
C J Rouse
E A Walsh
J Cook

APOLOGIES FOR ABSENCE were received from Councillors D J Bray, M Flys, A S Hardie, P M Jones, S A Patel, J J Rush, M W Titterington and N I Varley

ALSO IN ATTENDANCE: Councillors I A Darby, G K Harris and J E MacBean

1 MINUTES

The Minutes of the meetings held on 15 March 2016 and 17 May 2016 were agreed as a correct record and were signed by the Chairman.

2 DECLARATIONS OF INTEREST

There were no declarations of interest.

3 28 DAY NOTICE (FORWARD PLAN)

The Chairman requested a report on Waste recycling for a future meeting (18 October 2016). It was noted that the annual target of 57% for household waste sent for reuse, recycling and composting for 2015/16 was not achieved (Actual 2015/16 was 52.53%). Councillors agreed it would be useful to have more detail about the problems and progress being made.

4 ANNUAL PERFORMANCE REPORT 2015-16

The annual performance report 2015/16 was presented to the Committee. Heads of Service had been asked to include achievements and performance which was presented in a new info-graphic format. It was agreed that this format made information more accessible to the general public. In Appendix B, the Performance Indicators were shown in a table with explanation notes. It was noted that the Sickness Absence indicators would be changed from April 2016 to show short-term and long-term sickness separately, so that trends would be more visible.

A query was made regarding Bucks Home Choice having assisted 236 households with homelessness applications as to whether this was a Chiltern District figure or combined for CDC/SBDC.

Congratulations were sent to Officers for the 99.0% tax collection rate in Council Tax.

Overall, most targets had been reached and there were good reasons where this had not been achieved.

RESOLVED –

That the draft Cabinet report be noted and that the comments of the Services Overview Committee be forwarded to the Cabinet.

5 PRIVATE SECTOR HOUSING STRATEGY

A joint Private Sector Housing Strategy and associated policies was presented to the Committee for approval before being presented to cabinet on 28 June. The new policy for both Council's had been produced following presentations to both Council's and joint member housing workshops. It was noted that it covered many important and diverse areas including the strategy itself, the action plan, financial assistance policy, housing enforcement, houses in multi-occupation and including fire standards.

With pressure on housing and the increase in houses in multiple occupation, Councillors were concerned about vulnerable persons and whether they felt able to report rogue landlords. It was noted that this did happen and that other agencies were also able to report any concerns that should be investigated and work was often done in partnership with other agencies.

Councillors enquired whether the House Condition Survey would be of benefit in setting the strategy but it was advised that there was enough data from other sources to formulate the policy. The survey would have provided anonymised data, extrapolated across the district and wouldn't have highlighted particular properties or households. The information provided would reinforce the existing knowledge that private rented properties and properties occupied by older persons were most likely to have poorer heating and insulation and items of disrepair. The financial assistance policy had been designed to address these concerns

The Committee were advised that there were new national proposals to create a register of rogue landlords banned from being landlords, which would apply to all areas. Details of these proposals had not yet been received or how that would work.

RESOLVED –

That the recommendations contained in the draft Cabinet report be endorsed by the Services Overview Committee and that the comments of the Committee be forwarded to the Cabinet.

6 FOOD AND HEALTH AND SAFETY BUSINESS PLANS

The Environmental Health team has been a shared service since December 2015. The Committee were presented with the joint Food and Health and Safety Service Plan for the year 2016/17 for approval and recommendation to cabinet. Currently there was a risk based approach for inspection and enforcement. In the District 96% of food businesses were largely compliant and so the action plan was targeted to the remaining 4%. The team were able to offer mentoring, help and advice in addition to enforcement. Overall 99% of inspections had been achieved.

For 2016/17, the Action Plan is focused on service improvement, working more efficiently and effectively using IT solutions and mobile working. It was advised that training, coaching and mentoring was offered to all businesses but that the focus would be to target the poorer food establishments. The business plan supported the development of chargeable services and seeking to deliver services for other local authorities.

RESOLVED –

That the recommendations contained in the draft Cabinet report be endorsed by the Services Overview Committee and that the comments of the Committee be forwarded to the Cabinet.

The meeting ended at 7.15 pm

SUBJECT:	<i>28 Day Notice</i>
REPORT OF:	<i>Cabinet Portfolio Holder for Support Services (Deputy Leader)</i>
RESPONSIBLE OFFICER	<i>Head of Legal & Democratic Services</i>
REPORT AUTHOR	<i>Mat Bloxham, 01494 732143; mbloxham@chiltern.gov.uk</i>
WARD/S AFFECTED	<i>Not ward specific</i>

1. Purpose of Report

1.2 28 Day Notice

Members are requested to look at the 28 Day Notice for the Cabinet meeting on 1 November 2016 (Appendix 1).

RECOMMENDATION

To review the work programme and to identify potential topics for review from the 28 Day Notice.

Background Papers:	None
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28 Day Notice

**Local Authorities (Executive Arrangements) (Meetings and Access to Information)
(England) Regulations 2012**

This is a Notice of an intention to make a Key Decision on behalf of the Local authority (Regulation 9) and an intention to meet in private to consider those items marked as 'Private Reports' (Regulation 5).

A further Notice (the 'Agenda') will be published no less than 5 working-days before the date of the Cabinet meeting and will be available at www.chiltern.gov.uk/democracy

Leader (Councillor Isobel Darby)					
Key Decision (Y/N) ¹	Report Title & Summary ²	Consultation ³	Decision Maker & Date	Private Report (Y/N) and Reason Private ⁴	Lead Officer ⁵
No	Quarter 1 Performance Reports 2016-17	Resources 4 Oct Services 18 Oct	Cabinet 1 Nov 16	No	Sarah Woods Email: swoods@chiltern.gov.uk
Yes	HS2 Update: To receive a report providing an update on HS2 and the House of Lords petition		Cabinet 1 Nov 16	Yes (Paragraph 3)	Ifath Nawaz Email: inawaz@chiltern.gov.uk

Support Services - Deputy Leader (Councillor Mike Stannard)					
Key Decision (Y/N) ¹	Report Title & Summary ²	Consultation ³	Decision Maker & Date	Private Report (Y/N) and Reason Private ⁴	Lead Officer ⁵
Yes	Medium Term Financial Strategy 2016 – 22		Cabinet 1 Nov 16	No	Jim Burness Email: jburness@chiltern.gov.uk
No	Treasury Management Quarterly Report Q2 2016/17: To report on Treasury Management activity in Q2 2016/17		Cabinet 1 Nov 16	No	Helen O'Keeffe Email: HOkeeffe@chiltern.gov.uk

Sustainable Development (Councillor Peter Martin)					
Key Decision (Y/N) ¹	Report Title & Summary ²	Consultation ³	Decision Maker & Date	Private Report (Y/N) and Reason Private ⁴	Lead Officer ⁵
Yes	Chalfont St Peter Neighbourhood Plan Consideration of Referendum Result: To report the outcome of the referendum, and if required, recommend to Council that the neighbourhood plan be adopted		Cabinet 1 Nov 16	No	David Waker Email: dwaker@chiltern.gov.uk

Environment (Councillor – Mike Smith)					
Key Decision (Y/N) ¹	Report Title & Summary ²	Consultation ³	Decision Maker & Date	Private Report (Y/N) and Reason Private ⁴	Lead Officer ⁵
Yes	Energy Strategy: To consider adoption of the Buckinghamshire Energy Strategy		Cabinet 1 Nov 16	No	Ben Coakley Email:bcoakley@chiltern.gov.uk
Yes	Amendments to the Constitution of the Chiltern & Wycombe Joint Waste Collection Committee: To agree amendments to the JWCC Constitution arising from the implementation of a Chiltern, Wycombe and South Bucks joint waste team		Cabinet 1 Nov 16	No	Sue Markham Email:smarkham@chiltern.gov.uk
Yes	Amersham Multi-Storey Car Park Development: Project update and presentation of the business case	EPAG 30 Nov 16	Cabinet 13 Dec 16	Yes (Paragraph 3)	Chris Marchant Email: cmarchant@chiltern.gov.uk

Customer Services (Councillor – Fred Wilson)					
Key Decision (Y/N) ¹	Report Title & Summary ²	Consultation ³	Decision Maker & Date	Private Report (Y/N) and Reason Private ⁴	Lead Officer ⁵

Community, Health & Housing (Councillor Graham Harris)					
Key Decision (Y/N) ¹	Report Title & Summary ²	Consultation ³	Decision Maker & Date	Private Report (Y/N) and Reason Private ⁴	Lead Officer ⁵
Yes	Regulators Code for shared services: To consider the shared service regulators enforcement code		Cabinet 1 Nov 16	No	Martin Holt Email: mholt@chiltern.gov.uk
Yes	Temporary Accommodation Procurement Statement: To identify the options available to the Council in the provision of temporary accommodation		Cabinet 1 Nov 16	No	Martin Holt Email: mholt@chiltern.gov.uk
No	Chiltern District Council Strategic Housing Framework 2014-15: To receive an update on affordable housing delivery and to consider the Council's draft Strategic Housing Framework 2014-15	Services 18 Oct 16 CHHPAG 12 Oct 16	Cabinet 1 Nov 16	No	Michael Veryard Email: mveryard@chiltern.gov.uk
Yes	Homelessness Strategy: To consider a joint Homelessness Strategy	Services 18 Oct 16 CHHPAG 12 Oct 16	Cabinet 1 Nov 16	No	Martin Holt Email: mholt@chiltern.gov.uk
Yes	Local Authority Lottery: to propose the Council enters into an agreement with Gatherwell to undertake a local authority lottery operated by both Chiltern and South Bucks District Councils.	CHHPAG 12 Oct 16	Cabinet 1 Nov 16	No	Martin Holt Email: mholt@chiltern.gov.uk
Yes	Chiltern Pools Feasibility Study: To report the key findings of the Chiltern Pools feasibility study and agree the next steps forward	CHHPAG 6 Dec 16	Cabinet 13 Dec 16	No	Paul Nanji Email: pnanji@chiltern.gov.uk
No	Armed Forces Community Covenant Update: To update on local WW1 commemorative events and the County-wide task force working group	CHHPAG 6 Dec 16	Cabinet 13 Dec 16	No	Paul Nanji Email: pnanji@chiltern.gov.uk

Yes	Community & Wellbeing Plan: To adopt the new Chiltern Community & Wellbeing Plan 2017 - 2019	CHHPAG 6 Dec 16	Cabinet 13 Dec 16	No	Paul Nanji Email:pnanji@chiltern.gov.uk
No	Revitalisation Group - Update Report: To update key outcomes of the local Revitalisation Groups (2016/17) and agree Capital Grants Awards	CHHPAG 30 Jan 16	Cabinet 7 Feb 16	No	Paul Nanji Email:pnanji@chiltern.gov.uk
No	Sustainability and Carbon Reduction Strategy: The development and implementation of an updated joint strategy for South Bucks DC and Chiltern DC, building on existing activities and opportunities	CHHPAG 20 March 17	Cabinet 4 April 17	No	Joanna Faul Email:jfaul@chiltern.gov.uk

DRAFT

SUBJECT:	<i>Review of the recycling performance of the Joint Waste Service</i>
REPORT OF:	<i>Cllr Mike Smith, Cabinet Member for Environment</i>
RESPONSIBLE OFFICER	<i>Chris Marchant, Head of Environment</i>
REPORT AUTHOR	<i>Sally Gordon, Waste Services Manager</i>
WARD/S AFFECTED	<i>All wards</i>

1. Purpose of Report

The purpose of this report is to provide information to the Services Overview Committee regarding the performance of the Joint Waste Service against recycling performance indicators. This report was taken to the Joint Waste Collection Committee on 29th September 2016.

RECOMMENDATION

Members are asked to note and comment on the contents of the report.

Executive Summary

Chiltern District Council (CDC) and Wycombe District Council (WDC) have a joint waste contract with Serco. The contract commenced on 4th March 2013 and the new service was introduced in the Chiltern district in mid-July 2013 and in October 2013 in the Wycombe District. The new service has introduced a wider range of materials collected for recycling than either of the councils had collected before, including weekly food waste collections and also yields annual savings of approximately £1.1m across both authorities. A joint client team, based at CDC, manages the contract and service on behalf of both authorities.

During the procurement process, Serco set aspirational recycling targets for the new service of 59.76%, although the actual minimum target set by the authorities within the contract is 50%. Since the contract start, the performance indicators set for the recycling rate have been closer to the aspirational figure but the service is not achieving that target. The recycling rate for 2015/16 was 52.56%.

This report seeks to provide some clarity regarding the recycling performance when set within the context of national trends. The recycling rate for the joint waste service

is performing above the national average. Meanwhile, the national recycling rate of 43% dipped slightly in 2014/15 and there are a number of external factors that are impacting on recycling rates across the country.

This report highlights those factors and presents information on what the waste team are doing to have a better understanding of our waste streams, to manage expectations with respect to recycling performance and to target further communication campaigns. Work has been carried out to profile recycling targets across the seasons and to propose a more realistic recycling performance indicator based on the averages of the past two years. The proposed revised performance indicator based on these averages is 52.74%. The actual recycling rate achieved in 2015/16 was 52.56%. The Waste Team will continue to closely monitor the performance of the service against the contracted target of 50%.

This report was taken to the Joint Waste Collection Committee and to WDC's Audit Committee in September, 2016.

2. Reasons for Recommendations

The report was taken to the Joint Waste Collection Committee on 29th September for information purposes. No decisions or recommendation were required.

3. Content of Report

Bid back targets

As part of the procurement process in 2012, Serco were required to bid back to the councils on their anticipated contract recycling and composting targets. Serco would have based their assumptions on a number of parameters:

- Compositional analysis of the domestic waste stream and likely diversion rates based on the increased range of materials to be collected
- Capture rates (the amount of waste within each composition that could be recovered for recycling)
- The overall tonnage of household waste generated
- It is likely that Serco would also have looked at the results of the highest performing local authorities
- Serco would have been keen to submit a keen but challenging recycling target

The recycling target was submitted at the same level to cover the period of 2013 (the contract commenced in March 2013) up to 2018 and details are provided in *Table 1*.

Table 1 – Serco bid back targets

Dry recyclables	34.51%
Food waste	8.61%
Garden waste	16.64%
Total recycling rate	59.76%

The targets set by Serco were in the same range as those submitted by the other bidders and it must be noted that these are aspirational targets. However, within the contract documents, the authorities set a target of 50% as a minimum contractual requirement.

District recycling targets

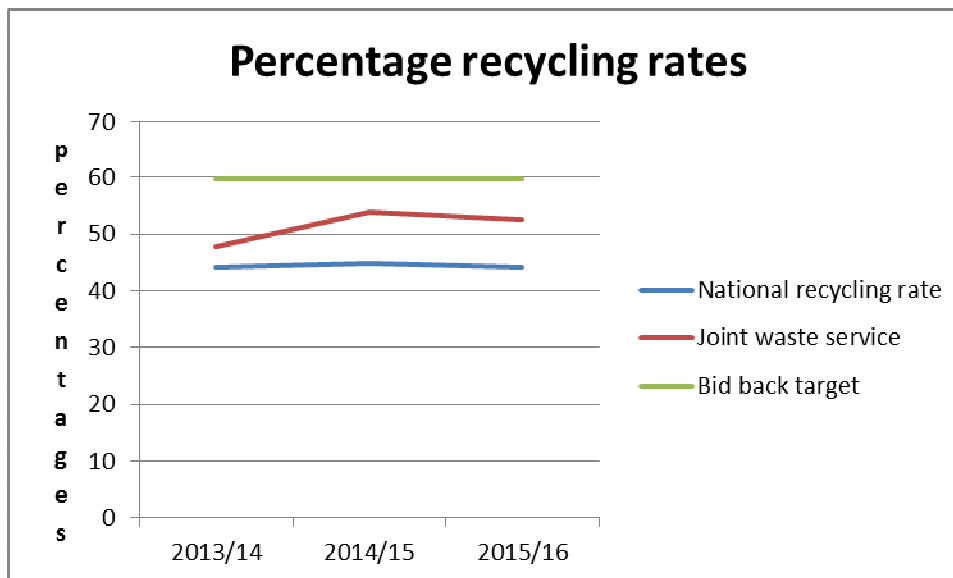
For the purposes of CDC performance indicators, the following targets were set by the Joint Waste Team. It must be noted that the target set in 2013/14 was close to the bid back target.

Table 2

Year	%recycling/composting target	Performance achieved
2013/14	58%	47.90%
2014/15	56%	54%
2015/16	57%	52.56%*

National recycling rates

An appreciation of the recycling rates of the joint waste service must be set within the context of the national recycling rates and national trends. The following graph depicts the recycling rates for England since 2011/12. The national recycling rates only increased very slightly between 2011 and 2014 and in 2015/16, actually dipped by 0.7%.



It can clearly be seen that the recycling performance of the joint waste contract is higher than that of the national rate although the rate dipped in 2015/16 from 54% to 52.56% and that the bid back target can be seen as aspirational.

Factors affecting recycling performance

There are a number of factors that can affect performance and the same factors have been attributed to both the national performance and the performance of the joint waste contract, some of which are positive:

- Increased efforts from brands and the packaging industry to create more eco-friendly or reusable packaging/reduced packaging – less packaging to recycle
- Trend towards light weighting of packaging materials, eg moving from glass to plastic (plastic recycling rates increased by 11.9% in 2014 but is a lighter weight material than glass) – impacting on recycling rates
- Paper consumption has reduced as more residents read the news on tablets or phones, rather than through traditionally purchased newspapers
- Demographics of district areas will have either a positive or negative impact on recycling rates. For instance, South Oxfordshire DC which has consistently performed within the top 3 authorities in terms of recycling rate over the last few years, has few flats with communal bulk bins and often properties with large gardens.
- Local authorities with weekly recycling collections tend to have higher recycling rates.

- Weather effects on garden waste – if there is a dry summer, garden waste tonnages will be lighter but if the weather has a prolonged wet season or wet growing season, the garden waste will be heavier or more prolific, all of which affect recycling rates
- The Waste Regulations for England and Wales, 2012, introduced the MRF Code of Practice which has placed more rigorous controls on MRF (materials reclamation facilities) operators to measure recycling contamination rates, in order to support recycling markets with improved quality. This results in more material being rejected at the MRF.
- From 2015/16, the Joint Waste Service has submitted figures to DEFRA based on joint reporting.

Material quality

At a local level, the Joint Waste Service will have been affected by all of the above factors.

In terms of the impact of material quality on recycling rates, the regime for monitoring the quality of recyclables which pass through Viridor's sorting facility (MRF) is being applied much more rigorously. In addition to this, a project was undertaken in October 2015 with approximately 10,000 households in High Wycombe to increase awareness of which materials are acceptable for the collection. This involved the use of bin stickers, bin tags and the monitoring of bins prior to collection. Following this, collection crews now regularly receive refresher training on what materials are acceptable in the recycling bins and are instructed not to empty recycling bins that contain the wrong items. The Joint Waste Team have produced improved bin tags to make residents aware when this takes place and further communication work is planned. The work to improve quality will have resulted in a higher number of bins being rejected due to contamination.

In line with market forces, Serco are now charged a gate fee for the recyclable material that they deliver to Viridor. Therefore, it is doubly important that we are not delivering items to the MRF that are not permissible and not recyclable, as this will impact on our reject rates, impact on our recycling rates and recycling credits and will increase the gate fee payable by Serco.

The following table compares the impact of increased reject rates since 2014/15 and based on the reject rates of Qtr 1 for this year, it can be assumed that if this level continues, this will impact on the recycling rate for 2016/17.

Table 4

Year	Total tonnes recyclables rejected
2014/15	442.76 tonnes
2015/16	511.96 tonnes
2016/17 – Qtr 1	210.51 tonnes

What are we doing about this?

- Working to understand our waste streams
- Looking to manage expectations
- Further communication campaigns

i) Understand our waste streams - commodity analysis

The Joint Waste Team is currently undertaking work to analyse the trends across the various commodities which are collected. Understanding this will help to inform the direction that further communications work and campaigns should take. This work is not yet complete but *Table 5* sets out the percentage split between dry recyclables, food and garden waste as compared with the bid back targets submitted during procurement. Please note that 2015/16 data is still going through the Waste Data Flow validation process. It can be seen that garden waste tonnages are outperforming the bid back targets but food waste and more specifically, dry recyclables, are performing below.

Table 5

Year	Total dry recyclables	Total food waste	Total garden waste	Total combined recycling rate	Total residual
2015/16	25.29%	8.57%	17.79%	51.65%	48.35%
2014/15	26.09%	10.13%	17.57%	53.79%	46.21%
Bid back targets	34.51%	8.61%	16.64%	59.76%	40.24%

ii) Managing expectations - profiling performance indicators

Work has taken place to profile performance indicators to take account of the impact of seasonal fluctuations. For instance, garden waste tonnages always decline during quarters 3 and 4 while residual waste tonnages increase during quarter 4 and the excesses of the Christmas period. Both of these factors have a negative impact on recycling rates. Graphs at *Appendix 1* illustrate the seasonal impacts and trends over the last two years for residual waste, compostable waste, recyclable waste and reuse materials.

This recent work has prompted the setting of a recycling target that is more realistic and achievable given the current influences that are impacting on recycling rates around the country and is based on looking at the average performance over the last two years.

Appendix 2 provides the detail of the work that has taken place to calculate the profiled targets for 2016/17. The summary is provided below in *Table 6*.

Table 6

Commodity	Annual target
Residual waste	47.26%
Compostable waste	27.04%
Recycling	25.56%
Reuse	0.13%
Total diversion from landfill (combined recycling, composting and reuse rate)	52.74%

Appendix 3 illustrates how the profiled targets have been adjusted to take account of seasonal impacts and also the contrast between composting rates and residual waste in Quarter 4.

iii) Further communication campaigns**Garden waste**

Clearly, the garden waste tonnage contributes significantly to the overall combined recycling/composting rate. The waste team will undertake some work to look at the impact of reducing the charge for a second green bin, set against any issues of available vehicle capacity. A report will be brought back to Joint Waste Collection Committee when this work has been completed.

Food waste/mixed recyclables

More work is planned to increase food waste participation and to increase both the quality and volume of recyclables collected. The Waste Partnership for Buckinghamshire was awarded over £800,000 by DCLG to drive up participation rates in food waste based on a recycling reward scheme and there are many best practice examples that the partnership can adopt through this project.

Paper and cardboard continues to represent a significant element of the total recycling element and also represents an income stream for Serco. Therefore, efforts will be made to optimise participation in those services as much as possible, through communications and awareness raising.

Further work will be undertaken to analyse individual waste streams in order to target future communication campaigns. The DCLG funding will also be used to focus on improving recycling rates and the quality of material collected. A project manager has recently been recruited by the Waste Partnership to lead a programme of projects to deliver against this funding and this is due to commence soon. The projects will be delivered within each of the four Buckinghamshire districts and will be supported by district officers.

While a project plan has yet to be developed which will set out anticipated outcomes and timescales, information on the work streams to deliver against that plan will be brought back to the Joint Waste Collection Committee when it is available.

Meanwhile, the Joint Waste team continues to work with Serco to promote quality issues with residents and to increase recycling rates.

Conclusion

A close review of national trends and performance must be maintained to ensure that any contract targets are reasonable, realistic and achievable.

4. Consultation

Not applicable

5. Options

Options for improving recycling rates are covered in the section above regarding further communications campaigns.

7. Corporate Implications

- 3.1 *Financial – District Councils receive recycling credits for materials that are collected for recycling, providing the material is not rejected due to low quality. Recycling credits are used to offset waste costs. Working to encourage higher levels of recycling of an appropriate quality will continue to underpin those costs.*
- 3.2 *Legal – The Environmental Protection Act, 1990, sets waste collection authorities (District Councils) a duty to collect waste. The Waste Framework for England & Wales has set national recycling targets of 50% by 2020.*

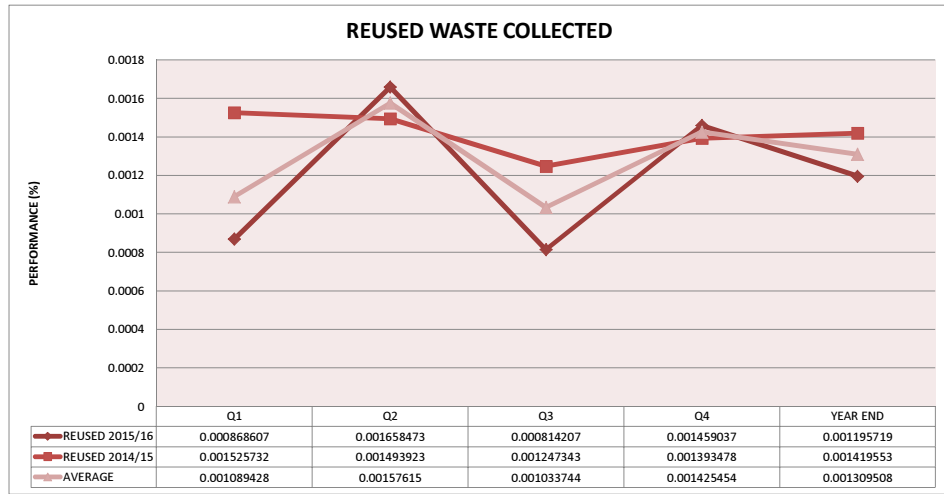
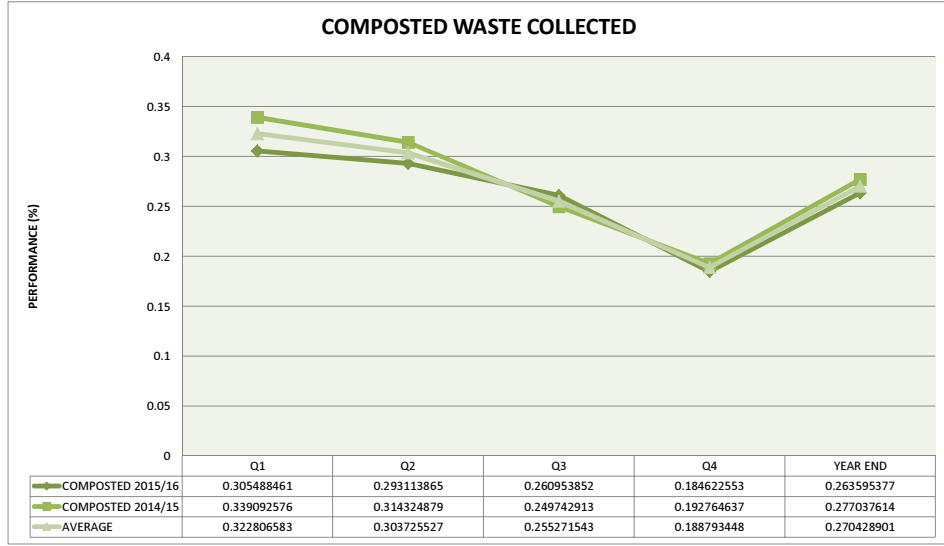
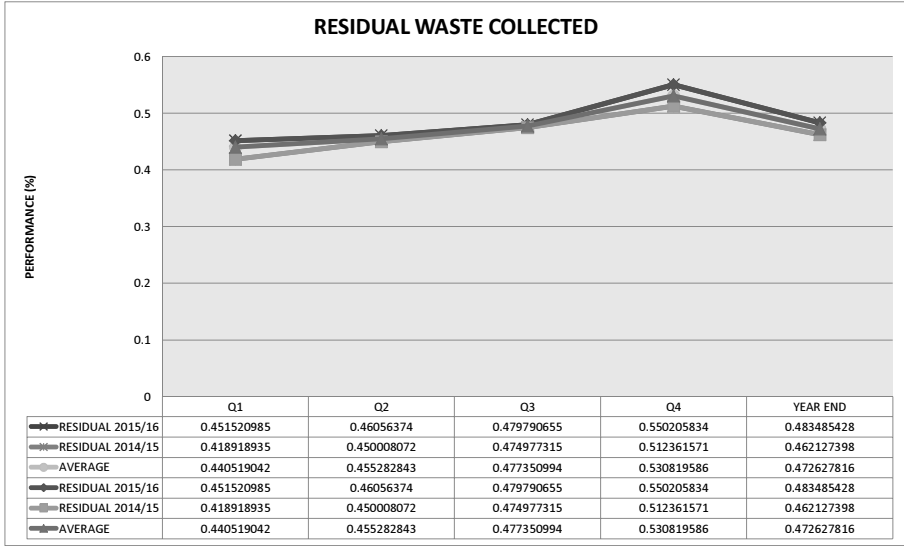
8. Links to Council Policy Objectives

This work supports the corporate objective to 'strive to conserve the environment and promote sustainability', supporting 'Chiltern residents to reduce waste and increase recycling'.

9. Next Step

The Waste Team will continue to monitor the recycling performance of the Joint Waste Service.

<p>Background Papers:</p>	<p>It is a legal requirement that we make available any background papers relied on to prepare the report and should be listed at the end of the report (copies of Part 1 background papers for executive decisions must be provided to Democratic Services)</p>
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Appendix 2 - Recycling performance profiling

BASE DATE - WASTE TYPE

YEAR	WASTE TYPE	TONNES PER MONTH												ANNUAL TOTAL
		April	May	June	July	August	September	October	November	December	January	February	March	
2017/18	RESIDUAL													
2016/17	RESIDUAL	3922.32	3901.00	4218.82										
2015/16	RESIDUAL	3991.38	3822.19	3913.61	4123.85	3344.74	4072.77	3929.71	3560.71	3811.84	4334.45	3968.82	3997.42	46871.50
2014/15	RESIDUAL	3881.10	3917.58	3705.76	4029.23	3545.60	3715.11	4009.61	3697.77	3792.51	4351.84	3512.85	4165.98	46324.95
bad	TOTAL	11794.81	11640.77	11838.20	8153.08	6890.35	7787.87	7939.32	7258.48	7604.36	8686.29	7481.68	8163.40	93196.45
good	AVERAGE/	3931.60	3880.26	3946.07	4076.54	3445.17	3893.94	3969.66	3629.24	3802.18	4343.14	3740.84	4081.70	46598.23
	DIFFERENC	-69.06	78.80	305.21	94.62	-200.86	357.66	-79.90	-137.06	19.33	-17.39	455.97	-168.56	546.55

YEAR	WASTE TYPE	TONNES PER MONTH												ANNUAL TOTAL
		April	May	June	July	August	September	October	November	December	January	February	March	
2017/18	COMPOSTABLE													
2016/17	COMPOST	2107.27	2947.48	3546.84										
2015/16	COMPOST	2309.42	2789.86	2835.06	2543.02	2161.24	2640.94	2415.56	2253.86	1477.78	1284.089	1202.12	1641.31	25554.26
2014/15	COMPOST	2711.40	3216.72	3384.12	2905.88	2256.98	2723.02	2461.88	1998.70	1586.06	2021.51	1062.56	1442.20	27771.03
bad	TOTAL	5020.82	6006.58	6219.18	5448.90	4418.22	5363.95	4877.44	4252.56	3063.84	3305.60	2264.68	3083.51	53325.29
good	AVERAGE/	2510.41	3003.29	3109.59	2724.45	2209.11	2681.98	2438.72	2126.28	1531.92	1652.80	1132.34	1541.76	26662.64
	DIFFERENC	-401.98	-426.86	-549.06	-362.86	-95.74	-82.08	-46.32	255.16	-108.28	-737.42	139.56	199.11	-2216.77

YEAR	WASTE TYPE	TONNES PER MONTH												ANNUAL TOTAL
		April	May	June	July	August	September	October	November	December	January	February	March	
2017/18	RECYCLING													
2016/17	RECYCLING	2225.75	1855.87	1890.23										
2015/16	RECYCLING	2043.13	1762.21	2483.20	2089.99	1826.85	2214.24	1858.01	1990.23	2239.78	2124.32	2023.77	1747.60	24403.34
2014/15	RECYCLING	2089.00	2144.36	2370.28	2073.70	1773.31	2027.99	2223.59	2082.39	2328.74	2854.94	1772.66	2263.55	26004.53
bad	TOTAL	4132.13	3906.57	4853.49	4163.69	3600.16	4242.23	4081.59	4072.62	4568.52	4979.27	3796.43	4011.15	50407.87
good	AVERAGE/	2066.06	1953.29	2426.74	2081.85	1800.08	2121.12	2040.80	2036.31	2284.26	2489.63	1898.22	2005.58	25203.94
	DIFFERENC	-45.87	-382.15	112.92	16.28	53.54	186.25	-365.58	-92.16	-88.97	-730.62	251.11	-515.95	-1601.20

YEAR	WASTE TYPE	TONNES PER MONTH												ANNUAL TOTAL
		April	May	June	July	August	September	October	November	December	January	February	March	
2017/18	REUSE													
2016/17	REUSE	0.28	12.03	10.47										
2015/16	REUSE	5.24	8.98	8.34	8.34	6.78	26.44	7.72	7.00	4.46	11.73	8.66	12.23	115.92
2014/15	REUSE	11.52	13.88	16.50	13.60	13.72	10.16	11.52	11.36	7.32	10.70	9.62	12.40	142.30
bad	TOTAL	16.76	22.86	24.84	21.94	20.50	36.60	19.24	18.36	11.78	22.43	18.28	24.63	258.22
good	AVERAGE/	8.38	11.43	12.42	10.97	10.25	18.30	9.62	9.18	5.89	11.21	9.14	12.32	129.11
	DIFFERENC	-6.28	-4.90	-8.16	-5.26	-6.94	16.28	-3.80	-4.36	-2.86	1.03	-0.96	-0.17	-26.38

YEAR	WASTE TYPE	TONNES PER MONTH												ANNUAL TOTAL
		April	May	June	July	August	September	October	November	December	January	February	March	
2017/18	DIVERTED FROM LF/EFW													
2016/17	DIVERTED	4333.29	4815.38	5447.54										
2015/16	DIVERTED	4357.79	4561.05	5326.60	4641.35	3994.87	4881.62	4281.29	4251.09	3722.02	3420.14	3234.55	3401.14	50073.52
2014/15	DIVERTED	4811.92	5374.96	5770.90	4993.18	4044.01	4761.17	4696.99	4092.45	3922.12	4887.15	2844.84	3718.15	53917.86
bad	TOTAL	9169.71	9936.01	11097.51	9634.53	8038.88	9642.79	8978.27	8343.54	7644.14	8307.29	6079.39	7119.30	#####
good	AVERAGE/	4584.85	4968.01	5548.75	4817.27	4019.44	4821.40	4489.14	4171.77	3822.07	4153.65	3039.70	3559.65	51995.69
	DIFFERENC	-454.13	-813.91	-444.30	-351.84	-49.14	120.45	-415.70	158.64	-200.11	-1467.02	389.71	-317.01	-3844.35

YEAR	WASTE TYPE	TONNES PER MONTH												ANNUAL TOTAL
		April	May	June	July	August	September	October	November	December	January	February	March	
2017/18	TOTAL WASTE													
2016/17	TOTAL WA	8255.62	8716.38	9666.36										
2015/16	TOTAL WA	8349.17	8383.24	9240.22	8765.20	7339.61	8954.39	8210.99	7811.80	7533.86	7754.59	7203.38	7398.56	96945.02
2014/15	TOTAL WA	8693.02	9292.55	9476.67	9022.42	7589.62	8476.28	8706.60	7790.22	7714.64	9238.99	6357.69	7884.13	#####
	AVERAGE													98593.92

KG PER HE	
KG PER HC	

AVERAGE
AVERAGE

TONNES			
Q1	Q2	Q3	Q4
12042.14			
11727.19	11541.36	11302.26	12300.69
11504.45	11289.94	11499.89	12030.67
35273.78	22831.30	22802.16	24331.36
11757.93	11415.65	11401.08	12165.68
314.95	251.42	-197.63	270.03

TONNES			
Q1	Q2	Q3	Q4
8601.58			
7934.34	7345.20	6147.20	4127.52
9312.24	7885.88	6046.64	4526.27
25948.16	15231.08	12193.84	8653.79
8616.05	7615.54	6096.92	4326.89
667.24	-540.68	100.56	-398.75

TONNES			
Q1	Q2	Q3	Q4
5971.86			
6288.54	6131.08	6088.01	5895.70
6603.64	5875.01	6634.72	6891.16
18864.05	12006.09	12722.74	12786.85
6288.02	6005.05	6361.37	6393.43
-316.69	256.08	-546.71	-995.46

TONNES			
Q1	Q2	Q3	Q4
22.77			
22.56	41.56	19.18	32.62
41.90	37.48	30.20	32.72
87.23	79.01	49.38	65.34
29.08	39.52	24.69	32.67
0.21	4.08	-11.02	-0.10

TONNES			
Q1	Q2	Q3	Q4
14596.21			
14245.44	13517.84	12254.39	10055.84
15957.78	13798.37	12711.56	11450.15
44799.44	27316.21	24965.96	21505.98
14933.15	13658.11	12482.98	10752.99
350.77	-280.52	-457.17	-1394.31

TONNES			
Q1	Q2	Q3	Q4
26638.36			
25972.63	25059.20	23556.66	22356.53
27462.24	25088.31	24211.46	23480.81
80073.22	50147.51	47768.11	45837.34
26691.07	25073.76	23884.06	22918.67

99.94	93.88	89.43	85.81
107.40	104.27	104.14	111.12

PERCENTAGE			
Q1	Q2	Q3	Q4
45.21%			
45.15%	46.06%	47.98%	55.02%
41.89%	45.00%	47.50%	51.24%
44.05%	45.53%	47.74%	53.08%

PERCENTAGE			
Q1	Q2	Q3	Q4
32.29%			
30.55%	29.31%	26.10%	18.46%
33.91%	31.43%	24.97%	19.28%
32.28%	30.37%	25.53%	18.88%

PERCENTAGE			
Q1	Q2	Q3	Q4
22.42%			
24.21%	24.47%	25.84%	26.37%
24.05%	23.42%	27.40%	29.35%
23.56%	23.94%	26.63%	27.90%

PERCENTAGE			
Q1	Q2	Q3	Q4
0.09%			
0.09%	0.17%	0.08%	0.15%
0.15%	0.15%	0.12%	0.14%
0.11%	0.16%	0.10%	0.14%

PERCENTAGE			
Q1	Q2	Q3	Q4
54.79%			
54.85%	53.94%	52.02%	44.98%
58.11%	55.00%	52.50%	48.76%
55.95%	54.47%	52.26%	46.92%

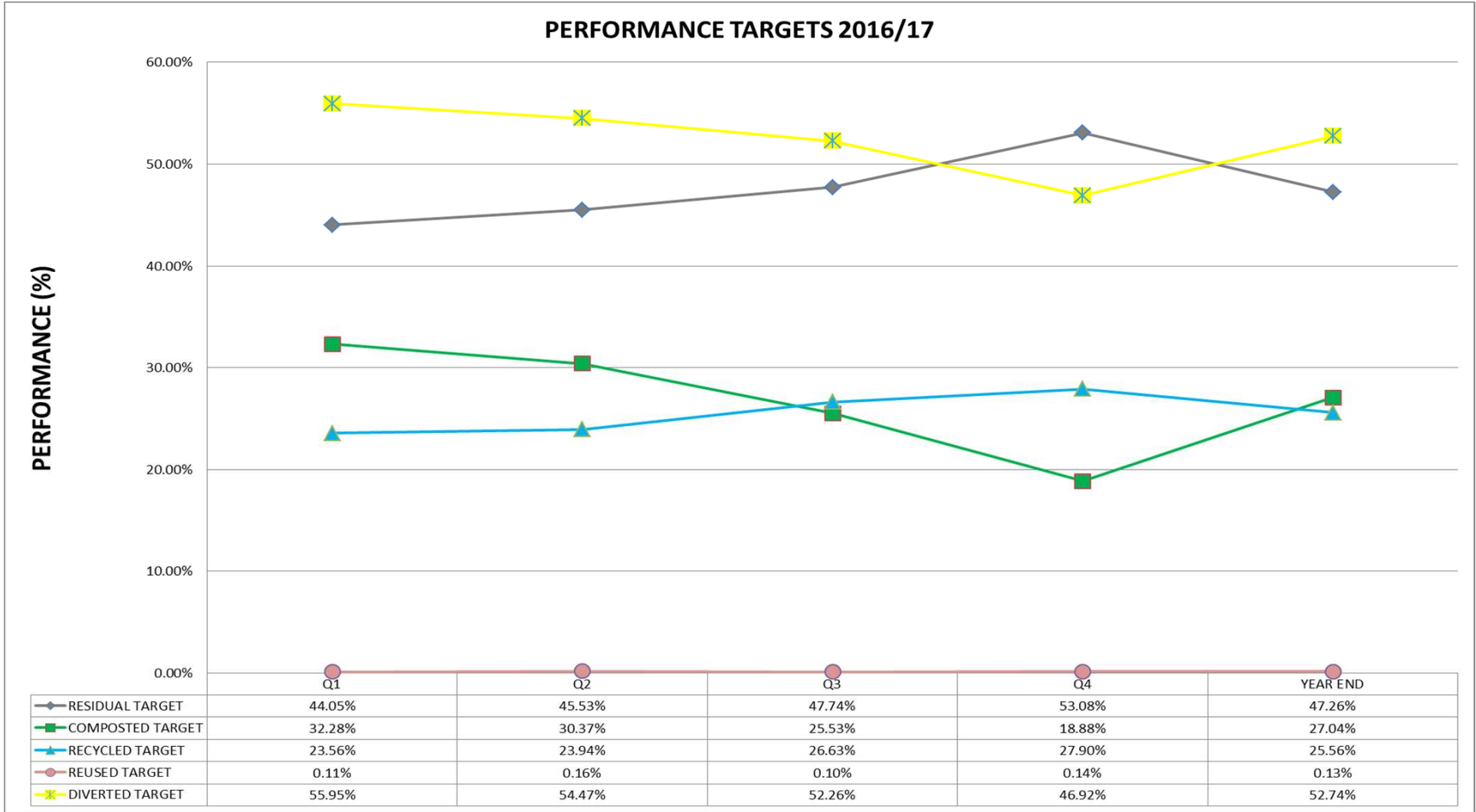
CUMULATIVE			
Q1	Q2	Q3	Q4
99.94	193.81	283.24	369.05
107.40	211.67	315.81	426.93

ACTUAL YEAR END	
48.35%	
46.21%	
AVERAGE	TARGET
47.26%	47.26%

ACTUAL YEAR END	
26.36%	
27.70%	
AVERAGE	TARGET
27.04%	27.04%

ACTUAL YEAR END	
25.17%	
25.94%	
AVERAGE	TARGET
25.56%	25.56%

ACTUAL YEAR END	
0.12%	
0.14%	
AVERAGE	TARGET
0.13%	0.13%</



SUBJECT:	<i>Update on the new Local Air Quality Management Guidelines in England.</i>
REPORT OF:	<i>Cabinet Member for Healthy Communities – Councillor Graham Harris</i>
RESPONSIBLE OFFICER	<i>Martin Holt – Head of Healthy Communities</i>
REPORT AUTHOR	<i>Tracy Farrell - 01494 732756, tfarrell@chiltern.gov.uk</i>
WARD/S AFFECTED	<i>All in Chiltern District Council</i>

1. Purpose of Report

Update on the new Local Air Quality Management Guidelines in England, including the new framework for Clean Air Zones, and to highlight potential policies for inclusion in the emerging Local Plan.

RECOMMENDATIONS

Members to note:

- the completion of the statutory annual status report (ASR) for air quality in Chiltern (appendix 1)
- the potential opportunities moving forward for a new Air Quality Steering Group,
- Officers will be working with Planning Policy to strengthen air quality policies in the emerging local plan.

2. Executive Summary

Air quality in Chiltern is good, and the NO_x levels in the Air Quality Management Area in Chesham are improving following the implementation of the Air Quality Action Plan; some of the actions have been published as good practice in National Guidance.

The local air quality monitoring and reporting guidelines have been updated by Defra, allowing for a more streamlined approach, the fast tracking of new Air Quality Management Areas, and the ability to create Clean Air Zones. This report provides a summary of the changes. As part of the ongoing work to improve air quality in the district in general, and particularly in the Air Quality Management Area of Chesham, it is necessary to set up a steering group. The report also highlights the need to include air quality policies in the emerging local plan.

3. Content of Report

Air Quality Background

Under the Environment Act 1995 all district authorities are obliged to review and assess air quality in line with the Government's air quality strategy published in 2000 (updated in 2007 and 2016). The Annual Status Report for Chiltern is attached as appendix 1.

Local:

The Local Air Quality Management (LAQM) system across the UK has changed. England has adopted a new streamlined approach which places greater emphasis on action planning to bring forward improvements in air quality and to include local measures as part of EU reporting requirements. It also sees the introduction of an air quality Annual Status Report (ASR) for England (latest version attached), to reduce the burden of the cycle of Updating and Screening Assessments, Progress Reports, Detailed Assessments, Further Assessments and Action Plan Progress Reports, with an option to fast track Air Quality Management Areas

The guidance supports Authorities to appraise air quality, with the main emphasis on those pollutants shown to be challenging in respect of compliance – Nitrogen Dioxide (NO₂) and Particulate Matter (PM₁₀), whilst introducing a new role for local authorities to work towards reducing levels of PM_{2.5}.

The Technical Guidance supports the wider central government shift towards evidence-based action planning for the benefit of public health and wellbeing.

The Public Health Outcomes Framework (PHOF) is a Department of Health data tool for England, intended to focus public health action on increasing healthy life expectancy and reducing differences in life expectancy between communities. The tool uses indicators to assess improvements. Recognising the significant impact that poor air quality can have on health, the PHOF includes an indicator relating to fine particulate matter (PM_{2.5}).

This is intended to enable Directors of Public Health to prioritise action on air quality in their local area to help reduce the health burden from air pollution.

The Chiltern Air Quality Action Plan is well established, and many of Chilterns successful actions have been quoted in the national guidance as examples of good practice. It will be updated in the coming 12 months to reflect the above changes, and will establish links to other key policy areas and establish a steering group with key stakeholder groups.

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National:

Following consultation, Defra published the policy paper: "Air quality in the UK: plan to reduce nitrogen dioxide emissions" (2015), which was made up of:

- UK overview document
- Technical Report
- List of UK and National measures
- The individual zone plans for the 38 air quality zones

These form the government's plan for reducing nitrogen dioxide emissions as part of its commitment for cleaner air. The air quality plans set out targeted local, regional and national measures.

CDC falls within the South East (UK0031) region plan. This zones status is:

"The assessment undertaken for the South East non-agglomeration zone indicates that the annual limit value was exceeded in 2013 but is likely to be achieved before 2020 through the introduction of measures included in the baseline".

The actions from the CDC Air Quality Action Plan are listed within the above document in the "Relevant Local Authority Measures" section of the report.

Following on from the policy paper, the government published: "Improving air quality in the UK: Tackling nitrogen dioxide in our towns and cities. UK overview document", (December 2015).

In England, the Government will legislate to require the implementation of Clean Air Zones in five cities (Birmingham, Leeds, Nottingham, Southampton and Derby). London already has plans in place to bring in their Ultra Low Emission in 2020. Other local authorities can potentially also adopt Clean Air Zones as a way to focus their action to improve air quality.

The Government will set out a clear Framework for Clean Air Zones which will include the important principles that need to be consistent from city to city, for example which vehicle standards to apply, to ensure Clean Air Zones are implemented in the same way by local authorities across England.

Setting out the principles in this way will support both those authorities required by Government to implement a Clean Air Zone and those who, after analysing their own situation, consider a Clean Air Zone to be an appropriate measure to bring in.

Some local authorities may wish to implement a Clean Air Zone operating on a voluntary basis (i.e. without charging). In a similar manner to a standard Clean Air Zone, one

Chiltern District Council

operating on a voluntary basis would use signs along the access routes to clearly delineate the Zone but vehicles that did not meet the standards would not be charged. Such a Zone could be rapidly implemented and would raise public awareness of air quality where it is an issue and act as a focus for targeting additional action.

Operating a Clean Air Zone in this way would provide a route for local authorities to deliver benefits by supporting behaviour change without imposing direct financial burdens. The suitability for this within Chiltern will be assessed and reported back to members.

With the above Local, Regional and National objectives in mind, it is proposed that an Air Quality Steering group for CDC be established, with relevant officers and external bodies being constructively engaged in agreeing measures to improve air quality and meet the legal requirement to work towards air quality objectives.

The Policy Guidance states:

“The following, in particular, should engage constructively in improving air quality:

- *transport planners;*
- *local highway authorities;*
- *land use planners;*
- *environmental protection and energy management officers;*
- *waste managers;*
- *economic development, regeneration or tourism functions;*
- *corporate policy and resources;*
- *Environment Agency;*
- *Highways Agency.*

The involvement of the local authority Chief Executive, or equivalent, with these meetings would help ensure a fully corporate approach.”

The emerging Local Plan.

The importance of the role of the planning regime in controlling air pollution was recognised in the March 2012 National Planning Policy Framework (NPPF), by the identification of air pollution as a material planning consideration (DCLG 2012). Paragraph 109 of the NPPF refers to the generality of its role:

The planning system should contribute to and enhance the natural and local environment by:

- *preventing both new and existing development from contributing to or being put at unacceptable risk from, or being adversely affected by unacceptable levels of soil, **air**, water or noise pollution or land instability (DCLG 2012).*

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More specifically it exemplifies the inter-relationship between planning and air pollution in the following paragraphs:

Paragraph 120: To prevent unacceptable risks from pollution and land instability, planning policies and decisions should ensure that new development is appropriate for its location. The effects (including cumulative effects) of pollution on health, the natural environment or general amenity and the potential sensitivity of the area or proposed development to adverse effects from pollution, should be taken into account.

Paragraph 124: Planning policies should sustain compliance with and contribute towards EU limit values or national objectives for pollutants, taking into account the presence of Air Quality Management Areas and the cumulative impacts on air quality from individual sites in local areas. Planning decisions should ensure that any new development in Air Quality Management Areas is consistent with the local Air Quality Action Plan. (DCLG 2012).

During the consultation phase of the emerging Local Plan, Environmental Health has proposed that the following policy be taken forward from the November 2011 Local Plan:

Policy GC9: Throughout the District, the Council will not grant permission for any development likely to generate unacceptable levels of air, water or ground pollution or give rise to pollution problems resulting from the disturbance of contaminated land. The Council will also refuse any development that would be in close proximity to existing sources of pollution. In appropriate cases the Council will positively support proposals for the alleviation of pollution. Where development is acceptable in accordance with this Policy, planning permission will be granted provided that other Policies in this Local Plan would also be complied with.

We would also propose that the above policy is extended to consider the following:

Local Plans can affect air quality in a number of ways, including through what development is proposed and where, and the encouragement given to sustainable transport. Therefore in plan making, it is important to take into account air quality management areas and other areas where there could be specific requirements or limitations on new development because of air quality. Air quality is a consideration in Strategic Environmental Assessment and sustainability appraisal can be used to shape an appropriate strategy, including through establishing the 'baseline', appropriate objectives for the assessment of impact and proposed monitoring.

Drawing on the review of air quality carried out for the local air quality management regime, the Local Plan may need to consider:

- the potential cumulative impact of a number of smaller developments on air quality as well as the effect of more substantial developments;
- the impact of point sources of air pollution (pollution that originates from one place); and,

Chiltern District Council

- ways in which new development would be appropriate in locations where air quality is or likely to be a concern and not give rise to unacceptable risks from pollution. This could be through, for example, identifying measures for offsetting the impact on air quality arising from new development including supporting measures in an air quality action plan or low emissions strategy where applicable.

The above will be fed back through the decision making process for the emerging Local Plan.

5. Corporate Implications*5.1 Financial*

The Senior Air Quality Officer will be responsible for implementing the Steering Group and updating the Air Quality Action Plan.

5.2 Legal

Local authorities have a duty under section 83(1) of the 1995 Act to designate those areas where the air quality objectives are unlikely to be, or are not being, met as Air Quality Management Areas (AQMAs). These areas have to be designated officially by means of an 'Order'. The European Commission has formally launched infraction proceedings against the UK for breach of nitrogen dioxide limit values under the EU Air Quality Directive. Defra has recently reminded Local Authorities of the discretionary power in Part 2 of the Localism Act under which the Government could require responsible authorities to pay all or part of an infraction fine. The procedures are set out in a policy statement published by DCLG.

5.3 Environmental Issues and Sustainability

Air pollution is both an environmental and health issue and the report considers the most effective way of following statutory guidance in order to highlight the air quality issues in the Chiltern area and provide evidence on the need to mitigate.

6 Links to Council Policy Objectives

We will strive to conserve the environment and promote sustainability

- Conserve the environment
- Promote sustainability

List of Background Papers:

Environment Act 1995

Annual Status Report 2016

Local Air Quality Management Technical Guidance (16) Defra

Local Air Quality Management Policy Guidance (16) Defra

Appendix 1

ASR REPORT (see attached document)

Appendix 2 Consultation

Schedule 11 of the 1995 Act requires local authorities to consult:

- The Secretary of State;
- The Environment Agency;
- The highways authority;
- In London, the Mayor (for London authorities only);
- All neighbouring local authorities;
- The county council (if applicable to English local authorities);
- Any National Park authority;
- Other public authorities as appropriate; and
- Bodies representing local business interests and other organisations as appropriate.

Further, paragraph 4 of schedule 11 states that within the Environment Act 1995 there is a provision for public access to information. As well as the Review and Assessment reports on which they are required to consult, local authorities should proactively make available copies of:

- orders designating an air quality management area;
- action plans;
- county council proposals for measures to be included in the action plan; and
- any directions given to the district or county council by the Secretary of State.



2016 Air Quality Annual Status Report (ASR)

In fulfilment of Part IV of the
Environment Act 1995
Local Air Quality Management

June 2016

Local Authority Officer	Tracy Farrell
Department	Strategic Environment Team
Address	King George V House, King George V Road, Amersham, Bucks HP6 5AW
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Report Reference number	ASR1-16v2
Date	June 2016

Executive Summary: Air Quality in Our Area

Air Quality in Chiltern District Council

Air pollution is associated with a number of adverse health impacts. It is recognised as a contributing factor in the onset of heart disease and cancer. Additionally, air pollution particularly affects the most vulnerable in society: children and older people, and those with heart and lung conditions. There is also often a strong correlation with equalities issues, because areas with poor air quality are also often the less affluent areas^{1,2}.

The annual health cost to society of the impacts of particulate matter alone in the UK is estimated to be around £16 billion³.

Air quality in Chiltern is generally good, and NO₂ levels have remained constant over the monitoring period. Diffusion tube monitoring data has indicated that there was one exceedance of the annual mean objective value for nitrogen dioxide in 2015 in the district, which was within the Air Quality Management Area (AQMA) in Chesham, (down from four exceedances in 2014).

There have been no new sources of emissions, significant changes in existing sources, or any significant local changes relevant to air quality that would be likely to increase the risk of pollutants exceeding objective values.

The action planning process has led to an improved working relationship with Bucks County Council. The new Local Transport Plan has been developed with Chilterns Action Plan in mind, in particular Policy 10: Improving our environment.

**Policy 10:
Improving our environment**

We will protect Buckinghamshire's unique countryside and other special environments, working with partners to manage air quality, take advantage of opportunities to encourage more sustainable travel choices and reduce noise pollution. We will do this through the transport investments we promote, by managing the impact of new development, by promoting the use of Travel Plans, and by working with business and researchers to develop lower emission technologies.

¹ Environmental equity, air quality, socioeconomic status and respiratory health, 2010

² Air quality and social deprivation in the UK: an environmental inequalities analysis, 2006

³ Defra. Abatement cost guidance for valuing changes in air quality, May 2013

Actions to Improve Air Quality

The Air Quality Action Plan for Chesham is well developed with many of the original actions now being completed, resulting in a reduction in NO₂ levels. The £250,000 awarded to Chiltern from Department for Transport under the Clean Bus Technology Fund has enabled buses within Chesham to be fitted with filters which reduce NO₂ levels at source by 75%.

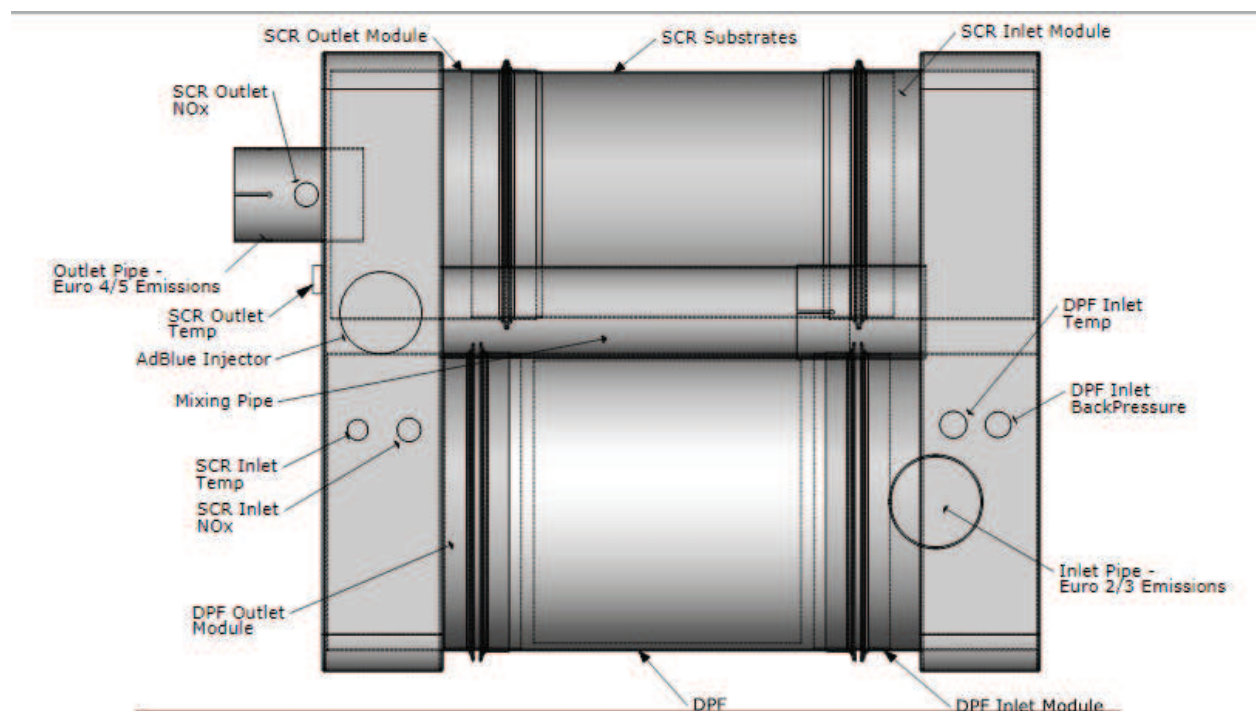


Figure 1: New integrated SCRt exhaust and fuel saving economiser systems fitted in 15 buses which operate within the AQMA

Cycling initiatives and car share schemes have been at the heart of the districts Air Quality Action Plan, and will continue to be addressed so that residents can make sustainable transport choices. This year further funding is being sought to allow the public to integrate sustainable transport modes, and to extend the life of current successful air quality actions within the district, such as the green wall at Chesham Town Hall.



Figure 2: Green Wall at Chesham Town Hall

The Green Wall was installed at Chesham Town Hall with grant funding from Defra in 2014. It creates an urban filter, whilst aesthetically improving an area with little green space. The funding supported 3 years of maintenance, and further funding will be sought this year to extend the life of this highly successful project.

Bike racks were installed at Chesham Leisure centre with Defra grant funding, in order to encourage increased bike use in Chesham. They continue to be well used.



Figure 3. Chesham Leisure Centre covered bike racks.

Planning conditions on developments within the AQMA continue to allow the greening of urban areas.



Figure 4: Increased greening of urban areas

**Classification: OFFICIAL
Chiltern District Council**

Many of the actions contained with the Action Plan have now been completed or are ongoing. The Air Quality Action plan will be reviewed over the next six months and further actions will be considered alongside identifying potential funding opportunities.

Local Priorities and Challenges

There are currently no new local developments that require more detailed consideration at this time. There are however still potential challenges that the authority faces. If the proposed high speed train (HS2) receives royal assent in December 2016, then further detailed assessments may be required within the district, in particular in relation to increased HGVs during the construction phase. Chiltern District Council will engage as a consultee for all stages of this development.

Five new nitrogen dioxide diffusion tubes will be placed within the district in the coming year, at sites identified as haulage routes for the development, which could see increased traffic levels.

In the last year, Chiltern District Council has become a shared service with South Bucks District Council. The two authorities will therefore look at air quality across the two districts together and in partnership with the Bucks Air Quality Management Group, and other neighbouring authorities to address large infrastructure developments in the south-east.

South Bucks District Council faces additional challenges with developments such as HS2, Crossrail, potential Heathrow airport development and the Heathrow Link Western Rail Access.

The authority will continue to invest in the action plan to ensure that objective levels are not exceeded in the future. There is continued demand for more housing (and subsequently cars) in the south east. One of the priorities for the coming year will be to identify how electric vehicle charging points can be better integrated into the current network, and to make provisions for charging points to be included in new developments within the district.

How to Get Involved

There are increasing opportunities within the Chiltern District Council area to use sustainable transport options, such as improved walking routes and cycling routes:

<http://www.chilternsonb.org/explore-enjoy/walks-rides.html>

Further information relating to air quality can be found on the council's award winning web page: <http://www.bucksairquality.co.uk/>

The site provides a wealth of information suitable for all backgrounds and ages on air quality. It has been developed following requests and feedback from local schools interested in air quality and environmental issues, and residents that need more detailed information.

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1 Local Air Quality Management

This report provides an overview of air quality in Chiltern District Council during 2015. It fulfils the requirements of Local Air Quality Management (LAQM) as set out in Part IV of the Environment Act (1995) and the relevant Policy and Technical Guidance documents.

The LAQM process places an obligation on all local authorities to regularly review and assess air quality in their areas, and to determine whether or not the air quality objectives are likely to be achieved. Where an exceedance is considered likely the local authority must declare an Air Quality Management Area (AQMA) and prepare an Air Quality Action Plan (AQAP) setting out the measures it intends to put in place in pursuit of the objectives. This Annual Status Report (ASR) is an annual requirement showing the strategies employed by Chiltern District Council to improve air quality and any progress that has been made.

The statutory air quality objectives applicable to LAQM in England can be found in Table E.1 in Appendix E.

2 Actions to Improve Air Quality

2.1 Air Quality Management Areas

Air Quality Management Areas (AQMAs) are declared when there is an exceedance or likely exceedance of an air quality objective. After declaration, the authority must prepare an Air Quality Action Plan (AQAP) within 12-18 months setting out measures it intends to put in place in pursuit of the objectives.

A summary of AQMAs declared by Chiltern District Council can be found in Table 2.1. Further information related to declared AQMAs, including maps of AQMA boundaries are available online at <http://www.chiltern.gov.uk/airreview>

Table 2.1 – Declared Air Quality Management Areas

AQMA Name	Pollutants and Air Quality Objectives	City / Town	One Line Description	Action Plan
AQMA Broad St/ Berkhamstead Rd	<ul style="list-style-type: none"> NO₂ annual mean 	Chesham	Small section of the A416 Broad Street/Berkhamstead Road	Chiltern District Council Air Quality Action Plan 2010 http://www.chiltern.gov.uk/airreview

2.2 Progress and Impact of Measures to address Air Quality in Chiltern District Council

Chiltern District Council has taken forward a number of measures during the current reporting year of 2015 in pursuit of improving local air quality. Details of all measures completed, in progress or planned are set out in Table 2.2. More detail on these measures can be found in their respective Action Plans.

Key completed measures are:

- A successful £250,000 bid for Department for Transport funding under the Clean Bus Technology Fund, to retrofit buses with filters and additional innovative technology which led to 75% NO_x reduction at source, of buses using the AQMA on their route.
- A Green Wall has been installed in Chesham to help absorb NO_x and PM₁₀ and is now well established in its third year. This site was chosen both in

terms of creating an urban filter, and for aesthetic appeal given it's slightly raised elevation in an area with very little green space.

- Bike racks have been installed at Chesham Leisure centre in order to encourage increased bike use in Chesham.
- A leaflet has been prepared for advice to taxi drivers within the district and sent out to accompany the annual renewal reminders
- Parking Enforcement to stop idling vehicles - Parking enforcement responsibility for the AQMA has now moved from CDC to Bucks County Council. BCC have committed to increased vigilance along the AQMA, with increased man power between 8-10am, when traffic is heaviest. It is evident that rogue parking adds substantially to reduced traffic flow.
- School Packs - as part of the Bucks Air Quality Group, Chiltern District Council has worked in partnership with Bucks County Council to produce "Change for Chesham" packs. These include packs that schools can use to look at air quality as part of the national curriculum. The air quality content can be viewed at www.bucksairquality.net.
- Chiltern District Council is engaged in a vehicle contract with Nissan for an electric car ("LEAF") for use by CDC traffic wardens. (Although Parking Services have recently transferred over to County Council, CDC still enforces parking restrictions within their own car parks). The vehicle has had promotional graphics overlaid. The car has been a useful vehicle for promoting the districts continued air quality work. The car produces no exhaust pollution or greenhouse gas emissions at the point of operation. Chiltern District Council hopes to extend the use of electric cars within the fleet in the future.

Chiltern District Council expects the following measures to be completed over the course of the next reporting year:

Further bids for grant funding will be submitted to Defra to establish an "Eco-Stars" scheme for freight vehicles within the district.

Electric charging points will continue to be addressed through grant opportunities and the planning process, with measures to improve/address air quality being put forward as policies within the emerging Local Plan.

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Chiltern District Council's priorities for the coming year will be further considered when the Action Plan is updated later in the year. Chiltern District Council is now a shared service with South Bucks District Council, and the two councils will work together, and with the wider Bucks Air Quality Management Group. In particular the authorities will work together to address the potential impact of proposed infrastructure development locally, (HS2, Crossrail, Possible Heathrow Airport Expansion).

Table 2.2 – Progress on Measures to Improve Air Quality

Measure No.	Measure	EU Category	EU Classification	Lead Authority	Planning Phase	Implementation Phase	Key Performance Indicator	Target Pollution Reduction in the AQMA	Progress to Date	Estimated Completion Date	Comments
1	Green Wall	Transport Planning and Infrastructure	Other	CDC	2012	2013	NOx	Unknown	Ongoing	June 2014	Ongoing
2	Bike Racks at Chesham Leisure Centre	Promoting Travel Alternatives	Promotion of cycling	CDC	2012	2012	Bike Use	Unknown	Completed	Dec 2012	Ongoing
3	Taxi Leaflet	Public Information	Via leaflets	CDC	2012	2012	Vehicle choice	Unknown	Completed	Dec 2012	
4	Electric car	Public Information	Other	CDC	2010/11	2012	NOx	Unknown	Completed	June 2012	
5	School Pack	Promoting low emission transport	Other	BCC	2012	2013	NOx	Unknown	Completed	Sept 2013	
6	Sat Nav re-routing	Traffic Management	Other	BCC	2012	2013/2014	NOx	Unknown	Cancelled	On hold	
7	Identifying Polluting buses	Vehicle Fleet Efficiency	Vehicle retrofitting	CDC	2012	2013/2015	NOx	75%	Ongoing	April 14	Will apply for further CBTF
8	Vehicle Emission testing	Traffic Management	Testing Vehicle Emissions	CDC	2012	2013-2015	NOx	75%		On hold	
9	Highway improvements to traffic flow	Traffic Management	Other	BCC	2010	2011-2015	Traffic flow	Unknown	Ongoing	2012-2015	
10	Report NOx data by continuous monitoring	Public Information	On the Internet	CDC	2011	2012	NOx	Unknown	Completed	Sept 2012	Ongoing
11	Tree planting Campaign	Transport Planning and Infrastructure	Other	CDC	2011	2012	NOx	Unknown	Completed	Sept 2012	Ongoing
12	Parking Enforcement	Traffic Management	Anti-Idling enforcement	BCC	2011	2012-2014	Traffic flow	Unknown	Ongoing	2011-2014	

Measure No.	Measure	EU Category	EU Classification	Lead Authority	Planning Phase	Implementation Phase	Key Performance Indicator	Target Pollution Reduction in the AQMA	Progress to Date	Estimated Completion Date	Comments
13	Bucks and Milton Keynes Regional Air Quality Strategy Production	Policy Guidance and Development Control	Regional groups co-ordinating programmes to develop area wide strategies to reduce emissions and improve air quality	CDC/BCC/AVDC /SBDC/WDC	2006	2006-2016	All	Unknown	Ongoing	2016 review	
14	Review of parking restrictions in AQMA	Traffic Management	Other	CDC/BCC	2010	2011	Traffic flow	Unknown	Completed	2011	
15	Freight Clean Up	Freight & Delivery Management	Freight Partnerships for city centre deliveries	BCC	2010	2010	NOx	Unknown	On Hold	On Hold	
16	Travel Introduction Plan	Promoting Travel Alternatives	Workplace Travel Planning	BCC/CDC	2010	2010	NOx	Unknown	Ongoing	Ongoing	
17	Planning Policy	Policy Guidance and Development Control	Air Quality Planning and Policy Guidance	CDC	2009	2009	NOx	Unknown	Ongoing	Ongoing	
18	Working with Local Community to reduce air pollution	Public Information	Via other mechanisms	CDC	2009	2009-2013	NOx	Unknown	Completed	2013	
19	Opportunities for tree planting	Transport Planning and Infrastructure	Other	CDC/CTC	2009	2010	Tree Planting	Unknown	Completed	2010	Ongoing
20	Promote Smokey Vehicle Reporting	Public Information	Via leaflets	CDC	2007	2007	NOx	Unknown	Ongoing	Ongoing	

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Measure No.	Measure	EU Category	EU Classification	Lead Authority	Planning Phase	Implementation Phase	Key Performance Indicator	Target Pollution Reduction in the AQMA	Progress to Date	Estimated Completion Date	Comments
21	Active work with Environmental permit holders in relation to air quality management	Environmental Permits	Measures to reduce pollution through IPPC permits going beyond BAT	CDC	2009	2010	NOx	Unknown	Ongoing	Ongoing	
22	Engage with local community groups and transition towns	Public Information	Via other mechanisms	CDC	2009	2009	NOx	Unknown	Ongoing	Ongoing	
23	Taxi policy to encourage LPG/low emission vehicles	Promoting Low Emission Transport	Taxi Licensing Conditions	CDC	2009	2010	NOx	Unknown	Ongoing	Ongoing	
24	Develop new SPD document on Sustainability/air quality	Policy Guidance and Development Control	Air quality Planning and Policy Guidance	CDC	2014	2015	All	Unknown	Published	2015	
25	Change for Chesham Campaign Events	Public Information	Other	CDC/BCC	2005	2005/10	All	Unknown	Completed	2010	
26	Review of impact of HS2 high speed rail	Transport Planning & Infrastructure	Other	CDC	2014	2016	NOx	Unknown	Assessment of construction impact on LAQM	2016	
27	LTP 2 – use of buffer zone to predict future exceedance of objectives	Policy Guidance and Development Control	Other policy	CDC/BCC	2006	2006/11	NOx	Unknown	Completed	2011	
28	LTP 2 – Bucks Air Quality Case Study	Policy Guidance and Development Control	Other Policy	CDC	2006	2006/11	NOx	Unknown	Completed	2011	

Measure No.	Measure	EU Category	EU Classification	Lead Authority	Planning Phase	Implementation Phase	Key Performance Indicator	Target Pollution Reduction in the AQMA	Progress to Date	Estimated Completion Date	Comments
29	Work with Public Health to raise awareness of Air Quality	Policy Guidance and Development Control	Regional groups co-ordinating programmes to develop area wide strategies to reduce emissions and improve air quality	CDC/BCC	2014	2015	PM 2.5	Unknown	Ongoing	Ongoing	
30	Creation of Bucks Air Quality Management Group to improve Air Quality in Bucks	Policy Guidance and Development Control	Regional groups co-ordinating programmes to develop area wide strategies to reduce emissions and improve air quality	CDC/BCC/AVDC /WDC/SBDC/ NHS	2001	2001	All	Unknown	Ongoing	Ongoing	
31	Creation of Bucks Air Quality.co.uk	Policy Guidance and Development Control	Regional groups co-ordinating programmes to develop area wide strategies to reduce emissions and improve air quality	CDC/BCC/AVDC /WDC/SBDC/ NHS	2001	2001	All	Unknown	Site rebuilt 2014	Ongoing	
32	Promotion of alternative fuel sites – LPG	Transport Planning & Infrastructure	Other	CDC	2001	2002	NOx	Unknown	Completed	2002	
33	Creation/ promotion of Bucks Car Share Scheme	Promoting Travel alternatives	Personalised travel plans	BCC	2002	2002	NOx	Unknown	Ongoing	2018	
34	Cut your engine campaign	Public Information	Via other mechanisms	CDC/BCC/AVDC	2003	2003	NOx	Unknown	Ongoing	Ongoing	

Measure No.	Measure	EU Category	EU Classification	Lead Authority	Planning Phase	Implementation Phase	Key Performance Indicator	Target Pollution Reduction in the AQMA	Progress to Date	Estimated Completion Date	Comments
35	Electric Charging Points Installation	Promoting low emission transport	Procuring alternative refuelling infrastructure to promote low emission vehicles, EV recharging, gas fuel recharging	CDC/AVDC	2013	2014	NOx	Unknown	Completed	2014	
36	Creation of CLAIRE branding and website	Public Information	Via the Internet	CDC	2002	2002	All	Unknown	Completed	2015	Site being rebuilt
37	Air Quality study in area of speed bumps to measure effects	Transport planning and Infrastructure	Other	CDC/BCC	2002	2003	NOx	Unknown	Completed	2003	
38	Air Aware email alerts for poor air quality times	Public Information	Via other mechanisms	CDC	2000	2001	All	Unknown	Completed	2005	
39	C4C Active Travel	Promoting Travel Alternatives	Personalised travel planning	CDC/BCC	2005	2005-10	All	Unknown	Completed	2010	
40	C4C Business Travel Planning	Promoting Travel Alternatives	Workplace travel planning	CDC/BCC	2005	2005-10	All	Unknown	Completed	2010	
41	Ability to give fixed penalty notices adopted, procedures developed	Policy Guidance and Development Control	Other Policy	CDC	2002	2002	All	Unknown	Completed	2002	
42	Guide produced on trees and air quality	Policy Guidance and Development Control	Other Policy	CDC	2010	2010	All	Unknown	Completed	2010	

2.3 PM_{2.5} – Local Authority Approach to Reducing Emissions and or Concentrations

As detailed in Policy Guidance LAQM.PG16 (Chapter 7), local authorities are expected to work towards reducing emissions and/or concentrations of PM_{2.5} (particulate matter with an aerodynamic diameter of 2.5µm or less). There is clear evidence that PM_{2.5} has a significant impact on human health, including premature mortality, allergic reactions, and cardiovascular diseases.

There is no regulatory standard applied to the PM_{2.5} role (for local authorities in England) with respect to action to reduce emissions or concentrations of fine particulate air pollution, although action to tackle PM₁₀/NO_x would usually contribute to this. The EU Ambient Air Quality Directive does however set out air quality standards for PM_{2.5} including an exposure reduction obligation, a target value and a limit value, which may act as a guide to local authorities when interpreting their role.

Chiltern District Council will consider actions to address PM_{2.5} when it reviews its current action plan within the next six months with the following steps:

- Identifying measures already in place that can help with reducing levels of PM_{2.5};
- Identifying new priority measures to tackle PM_{2.5} (in discussion with the Director of Public Health and other relevant partners in the proposed steering group);
- Seeking to move towards a specific objective in line with the annual average EU limit value for PM_{2.5}: 25 µg/m³ to be met by 2020 (most authorities already meet this target hence the authority may wish to set a lower target concentration to benefit public health); and
- Seeking to move towards applying a specific objective in line with the EU target value of 15% reduction at background urban locations between 2010 and 2020.

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Many local authorities will consider how to address PM_{2.5} alongside other pollutants when tackling their own vehicle fleets and services and/or work with communities and businesses to achieve improvements in air quality and

To achieve the above, the authority will form working partnerships with Public Health England, Bucks County Council and members of the Bucks Air Quality Group, to ensure links to the Public Health Outcomes Framework.

The current action plan already has measures to reduce levels of pollutants as it promotes travel alternatives, smarter choices, cleaner vehicle technology and low emission transport.

3 Air Quality Monitoring Data and Comparison with Air Quality Objectives and National Compliance

3.1 Summary of Monitoring Undertaken

3.1.1 Automatic Monitoring Sites

Chiltern District Council does not have any automatic monitoring sites at present.

3.1.2 Non-Automatic Monitoring Sites

Chiltern District Council undertook non- automatic (passive) monitoring of NO₂ at 29 sites during 2015. Appendix A shows the details of the sites.

Maps showing the location of the monitoring sites are provided in Appendix D. Further details on Quality Assurance/Quality Control (QA/QC) and bias adjustment for the diffusion tubes are included in Appendix C.

3.2 Individual Pollutants

The air quality monitoring results presented in this section are, where relevant, adjusted for “annualisation” and bias. Further details on adjustments are provided in Appendix C.

3.2.1 Nitrogen Dioxide (NO₂)

There was one monitored exceedance of the Nitrogen Dioxide objective in 2015 at a relevant location which was inside the existing AQMA. There are currently no new local developments that will require more detailed consideration at this time; however, if the proposed high speed train (HS2) receives royal assent in December 2016, then further consideration of construction phase traffic may be required. Five new diffusion tubes have been added to the network to establish background levels on proposed construction phase routes.

Table A.2 in Appendix A compares the ratified and adjusted monitored NO₂ annual mean concentrations for the past 5 years with the air quality objective of 40µg/m³.

For diffusion tubes, the full 2015 dataset of monthly mean values is provided in Appendix A.

The latest bias adjustment factors were used to adjust the annual mean data in order to improve the accuracy of diffusion tube results. The bias adjustment factor used for 2015 data is **0.95**, which was determined by the Nitrogen Dioxide Diffusion Tube Bias Adjustment Factor Spreadsheet available from the Review & Assessment website (Appendix C).

3.2.2 Particulate Matter (PM₁₀)

Monitoring PM₁₀ is not currently undertaken. The Updating and Screening Assessment 2006 considered PM₁₀ in detail and concluded that it is unlikely that there were exceedances of the annual mean objective or 24 hour mean objective for PM₁₀.

The UK background map for 2011 (latest available) from the Air Quality website, shows that the average background PM₁₀ of concentration across the Chiltern District is potentially 18µg/m³ with a maximum background value of of 21.7µg/m³. The UK background map was also used to provide average background PM₁₀ concentrations for other Districts within Buckinghamshire for general comparison. As listed below, these background maximum concentrations are generally comparable or higher than the Chiltern District.

Aylesbury Vale Max: 21.3µg/m³

South Bucks: Max: 24.3µg/m³

Wycombe District: Max: 22.1µg/m³

<https://uk-air.defra.gov.uk/data/laqm-background-home>

Appendix A: Monitoring Results

There were no automatic monitoring sites utilised in the Chiltern District in 2015.

Table A.1 – Details of Non-Automatic Monitoring Sites

Site ID	Site Name	Site Type	X OS Grid Ref	Y OS Grid Ref	Pollutants Monitored	In AQMA ?	Distance to Relevant Exposure (m) ⁽¹⁾	Distance to kerb of nearest road (m) ⁽²⁾	Tube collocated with a Continuous Analyser?	Height (m)
87016	St Mary's Way Chesham	Roadside	495850	201510	NO ₂	N	7.5	1.4	N	1.5
87015	Rickmansworth Road Amersham	Roadside	496550	198720	NO ₂	N	24.3	2.2	N	1.5
87017	High Street Chalfont St Peter	Roadside	500050	190810	NO ₂	N	9.0	3.6	N	1.5
87018	Outside vets Chalfont St Giles	Roadside	499250	193750	NO ₂	N	6.4	1.1	N	1.5
87019	Gore Hill, Old Amersham	Roadside	495960	196940	NO ₂	N	8.3	0.9	N	1.5
87020	Bottom of Stanley Hill Amersham	Roadside	496760	197100	NO ₂	N	27.5	1.3	N	1.5

Site ID	Site Name	Site Type	X OS Grid Ref	Y OS Grid Ref	Pollutants Monitored	In AQMA ?	Distance to Relevant Exposure (m) ⁽¹⁾	Distance to kerb of nearest road (m) ⁽²⁾	Tube collocated with a Continuous Analyser?	Height (m)
87021	Chesham Police St Broad Street	Roadside	496000	202000	NO ₂	Y	6.6	3.7	N	1.5
87022	Uplands Court by opticians, Broad Street	Roadside	496000	202000	NO ₂	Y	6.0	2.1	N	1.5
86988	Jolly Sportsman Berkhamstead Rd	Roadside	496200	202300	NO ₂	Y	2.0	1.9	N	1.5
86987	Chesham -Opp170 Berkhamstead Rd	Roadside	496100	202300	NO ₂	Y	5.8	1.6	N	1.5
86985	Chesham at 305 Berkhamstead Rd	Roadside	496300	202500	NO ₂	N	12.9	1.5	N	1.5
86984	Chesham by 336 Berkhamstead Rd	Roadside	496200	202500	NO ₂	N	5.6	1.3	N	1.5
86982	Chesham opp 5 Nashleigh Hill	Roadside	496300	202900	NO ₂	N	18.6	1.4	N	1.5

Site ID	Site Name	Site Type	X OS Grid Ref	Y OS Grid Ref	Pollutants Monitored	In AQMA ?	Distance to Relevant Exposure (m) ⁽¹⁾	Distance to kerb of nearest road (m) ⁽²⁾	Tube collocated with a Continuous Analyser?	Height (m)
86983	Chesham opp St Columba Church	Roadside	49200	202800	NO ₂	N	11.1	1.5	N	1.5
86981	Chesham Road (by speed camera) Ashley Green	Roadside	497600	205100	NO ₂	N	17.6	0.7	N	1.5
86980	Bus Stop, Chesham Rd, Ashley Green	Roadside	497600	205200	NO ₂	N	26.8	3.2	N	1.5
87023	Stoney Lane, Little Chalfont	Roadside	500508	197878	NO ₂	N	35.3	6.2	N	1.5
87024	Nightingales Corner Amersham (on sign on roundabout)	Roadside	499260	197452	NO ₂	N	29.8	1.9	N	1.5
87025	Hervines Park Amersham	Background	495708	198806	NO ₂	N	n/a	n/a	N	1.5

Site ID	Site Name	Site Type	X OS Grid Ref	Y OS Grid Ref	Pollutants Monitored	In AQMA ?	Distance to Relevant Exposure (m) ⁽¹⁾	Distance to kerb of nearest road (m) ⁽²⁾	Tube collocated with a Continuous Analyser?	Height (m)
87026	End of Broombarn Lane, Great Missenden (Cycle sign by beer garden)	Roadside	487991	200978	NO ₂	N	15.4	3.4	N	1.5
87027	Outside Cheques Pub, Prestwood (10 Wycombe Road)	Roadside	487002	200812	NO ₂	N	11.4	1.3	N	1.5
87028	Old Amersham (need speed calming measures)	Roadside	495298	197520	NO ₂	N	7.8	2.3	N	1.5
87029	Amersham Hospital, Whieldon St (next to fly over)	Roadside	495446	196797	NO ₂	N	17.4	2.0	N	1.5
87030	Opp 76 Station Rd Amersham	Roadside	494450	197647	NO ₂	N	20.6	2.2	N	1.5

Site ID	Site Name	Site Type	X OS Grid Ref	Y OS Grid Ref	Pollutants Monitored	In AQMA ?	Distance to Relevant Exposure (m) ⁽¹⁾	Distance to kerb of nearest road (m) ⁽²⁾	Tube collocated with a Continuous Analyser?	Height (m)
86989	Opp Side of Rd to Jolly Sportsman	Roadside	496233	202329	NO ₂	Y	5.9	2.5	N	1.5
87031	Outside 75 High Street Great Missenden	Roadside	489484	201234	NO ₂	N	1.5	0.9	N	1.5
	Automatic Monitor co-location Berkhamstead Rd	Roadside	496257	202617	NO ₂	N	7.5	4.6	N	1.5

(1) 0m if the monitoring site is at a location of exposure (e.g. installed on the façade of a residential property).

(2) N/A if not applicable.

Table A.2 – Annual Mean NO₂ Monitoring Results

Site ID	Site Type	Monitoring Type	Valid Data Capture for Monitoring Period (%) ⁽¹⁾	Valid Data Capture 2015 (%) ⁽²⁾	NO ₂ Annual Mean Concentration (µg/m ³) ⁽³⁾				
					2011	2012	2013	2014	2015
St Mary's Way Chesham	Roadside	Diffusion Tube		92%	31	43	33	33	30

Site ID	Site Type	Monitoring Type	Valid Data Capture for Monitoring Period (%) ⁽¹⁾	Valid Data Capture 2015 (%) ⁽²⁾	NO ₂ Annual Mean Concentration (µg/m ³) ⁽³⁾				
					2011	2012	2013	2014	2015
Rickmansworth Road Amersham	Roadside	Diffusion Tube		92%	29	36	28	28	25
High Street Chalfont St Peter	Roadside	Diffusion Tube		83%	23	33	28	27	24
Outside vets Chalfont St Giles	Roadside	Diffusion Tube		92%	32	40	33	33	30
Gore Hill, Old Amersham	Roadside	Diffusion Tube		92%	39	49	42	41	38
Chesham Police St Broad St	Roadside	Diffusion Tube		75%	41	52	43	41	38
Uplands Court Broad St	Roadside	Diffusion Tube		92%	39	53	42	41	41
Jolly Sportsman Pub	Roadside	Diffusion Tube		92%	45	52	44	44	39
170 Berkhamstead Rd	Roadside	Diffusion Tube		92%	40	50	39	39	36

Site ID	Site Type	Monitoring Type	Valid Data Capture for Monitoring Period (%) ⁽¹⁾	Valid Data Capture 2015 (%) ⁽²⁾	NO ₂ Annual Mean Concentration (µg/m ³) ⁽³⁾				
					2011	2012	2013	2014	2015
305 Berkhamstead Rd Chesham	Roadside	Diffusion Tube		92%	29	39	33	30	29
336 Berkhamstead Rd Chesham	Roadside	Diffusion Tube		92%	36	46	37	36	35
Petrol St Nashleigh Hill	Roadside	Diffusion Tube		92%	30	38	30	30	27
Chesham- St Columba Church	Roadside	Diffusion Tube		92%	28	37	27	28	25
Speed Camera Chesham Road Ashley Green	Roadside	Diffusion Tube		92%	21	28	21	21	18
Bus Stop, Chesham Rd, Ashley Green	Roadside	Diffusion Tube		92%	21	26	21	23	23
Stoney Lane -Little Chalfont	Roadside	Diffusion Tube		83%	19	30	22	22	17

Site ID	Site Type	Monitoring Type	Valid Data Capture for Monitoring Period (%) ⁽¹⁾	Valid Data Capture 2015 (%) ⁽²⁾	NO ₂ Annual Mean Concentration (µg/m ³) ⁽³⁾				
					2011	2012	2013	2014	2015
Nightingales Corner Amersham	Roadside	Diffusion Tube		83%	30	40	28	29	29
Hervines Park Amersham	Background	Diffusion Tube		92%	13	16	15	13	12
Broombar Lane, Great Missenden	Roadside	Diffusion Tube		92%	18	21	16	17	14
10 Wycombe Rd Prestwood	Roadside	Diffusion Tube		92%	23	25	22	21	20
Speed Bumps Old Amersham	Roadside	Diffusion Tube		92%	25	34	24	24	21
Amersham Hosp Whieldon St	Roadside	Diffusion Tube		75%	27	37	26	29	27
Stanley Hill Amersham	Roadside	Diffusion Tube		92%	41	48	40	39	40
Opp 76 Station Rd Amersham	Roadside	Diffusion Tube		83%	30	42	34	32	29

Site ID	Site Type	Monitoring Type	Valid Data Capture for Monitoring Period (%) ⁽¹⁾	Valid Data Capture 2015 (%) ⁽²⁾	NO ₂ Annual Mean Concentration (µg/m ³) ⁽³⁾				
					2011	2012	2013	2014	2015
Cemetery Broad St Chesham	Roadside	Diffusion Tube		92%	27	35	29	27	27
Opp 75 High St Great Missenden	Roadside	Diffusion Tube		92%	21	23	21	20	17
Outside Dentist Chesham	Roadside	Diffusion Tube		92%	-	-	-	33	29
New Flats St Marys roundabout	Roadside	Diffusion Tube		92%	-	-	-	37	37
Berkhampstead Rd	Roadside	Automatic monitor co-location			26	35	N/A/	N/A	N/A

Notes: Exceedances of the NO₂ annual mean objective of 40µg/m³ are shown in **bold**.

NO₂ annual means exceeding 60µg/m³, indicating a potential exceedance of the NO₂ 1-hour mean objective are shown in **bold and underlined**.

(1) data capture for the monitoring period, in cases where monitoring was only carried out for part of the year.

(2) data capture for the full calendar year (e.g. if monitoring was carried out for 6 months, the maximum data capture for the full calendar year is 50%).

(3) Means for diffusion tubes have been corrected for bias. All means have been “annualised” as per Technical Guidance LAQM.TG16 if valid data capture for the full calendar year is less than 75%. See Appendix C for details.

Appendix B: Full Monthly Diffusion Tube Results for 2015

Table B.1 – NO₂ Monthly Diffusion Tube Results - 2015

Site ID	NO ₂ Mean Concentrations (µg/m ³)													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Mean	
													Raw Data	Bias Adjusted ⁽¹⁾ _{0.95}
St Marys Way	39	33	31	0	28	32	27	28	31	35	36	29	32	30
St Marys Way	34	32	29	0	0	30	26	28	36	0	35	30	31	30
Bus Stop Chesham Road Ashley Green	26	25	24	0	18	20	19	20	25	30	28	24	24	22
Bus stop Chesham Road Ashley Green	27	24	24	0	18	20	18	23	25	30	28	24	24	23
Speed Camera Chesham Rd Ashley Green	23	21	17	0	14	15	17	22	20	22	22	21	19	18
Speed Camera Chesham Rd Ashley Green	23	21	18	0	14	15	15	19	20	23	24	21	19	18
Petrol St Nashleigh Hill	32	30	15	0	23	25	27	28	29	29	37	43	29	27
Outside St Columbas Church Berkhamstead Road	30	31	25	0	23	24	25	26	25	27	32	24	27	25

Site ID	NO ₂ Mean Concentrations (µg/m ³)													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Mean	
													Raw Data	Bias Adjusted ⁽¹⁾ _{0.95}
336 Berkhamstead Road	37	40	33	0	31	37	31	35	39	38	36	37	36	34
336 Berkhamstead Road	36	39	32	0	32	35	34	34	41	40	40	38	36	35
Jolly Sportsman PH	50	43	35	0	30	38	34	40	46	53	47	40	41	39
Jolly Sportsman PH	45	41	39	0	31	35	35	39	42	42	47	42	40	38
170 Broad Street	40	41	34	0	34	34	35	35	41	40	44	39	38	36
170 Broad Street	37	42	35	0	41	33	35	36	39	41	45	37	38	36
Police St Broad Street	41	37	39	0	0	36	33	41	45	48	0	36	40	38
Police St Broad Street	42	37	41	0	0	34	38	39	47	51	0	35	40	38
Uplands Court Broad Street	49	41	40	0	39	40	43	42	43	44	51	42	43	41

Site ID	NO ₂ Mean Concentrations (µg/m ³)													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Mean	
													Raw Data	Bias Adjusted ⁽¹⁾ 0.95
Uplands Court Broad Street	44	50	41	0	38	40	43	42	44	43	49	37	43	41
Rickmansworth Road Amersham	28	30	24	0	21	21	23	23	23	26	35	32	26	25
Rickmansworth Road Amersham	31	30	23	0	21	22	23	22	25	25	34	33	26	25
Gore Hill	42	37	43	0	34	40	36	39	50	52	39	32	40	38
Gore Hill	52	35	6	0	34	33	40	39	46	56	39	39	38	36
Outside Vets Chalfont St Giles	37	30	31	0	29	30	29	29	36	39	35	27	32	30
Outside Vets Chalfont St Giles	37	32	31	0	29	30	30	28	35	40	35	25	32	30
High street Chalfont St Peter	30	27	24	0	20	20	21	23	0	31	30	25	25	24
Stoney Lane Little Chalfont	18	21	18	0	15	17	18	21	20	9	23	0	18	17

Site ID	NO ₂ Mean Concentrations (µg/m ³)													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Mean	
													Raw Data	Bias Adjusted ⁽¹⁾ _{0.95}
Nightingales Lane Little Chalfont	33	28	28	0	0	32	33	32	34	33	28	21	30	29
Hervines Park Amersham	15	13	12	0	9	10	9	11	11	15	15	14	12	12
Broombarn Lane Little Missenden	18	15	16	0	10	11	11	12	13	16	18	17	14	14
10 Wycombe Road Prestwood	30	21	20	0	15	17	18	19	22	25	23	19	21	20
Speed bumps Old Amersham	26	21	21	0	17	18	16	19	27	28	26	24	22	21
Amersham Hosp Old Amersham	29	28	25	0	28	26	30	28	29	30	0	0	28	27
Stanley Hill	40	40	41	0	41	38	37	41	40	47	50	45	42	40
Opp 76 Station Rd Amersham	38	29	33	0	22	24	23	29	32	46	0	30	31	29
Outside Cemetery Broad Street	31	29	27	0	21	23	24	29	30	41	29	29	28	27

Site ID	NO ₂ Mean Concentrations (µg/m ³)													
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Annual Mean	
													Raw Data	Bias Adjusted ⁽¹⁾ _{0.95}
75 High Street Great Missenden	21	19	17	0	13	14	15	16	17	24	19	17	17	17
Outside Dentist Chesham	37	37	28	0	21	27	26	30	31	34	38	31	31	29
Outside Dentist Chesham	36	33	27	0	26	25	26	30	31	34	36	35	31	29
Outside new flats St Marys roundabout	38	41	33	0	31	34	36	40	38	37	46	40	38	36
Outside new flats St Marys roundabout	36	43	34	0	31	35	36	39	39	42	46	43	39	37
305 Berkhamstead Road Chesham	33	29	26	0	24	25	25	28	31	32	33	28	29	27
305 Berkhamstead Road Chesham	35	34	29	0	26	26	24	27	31	35	33	34	30	27

(1) See Appendix C for details on bias adjustment

Appendix C: Supporting Technical Information / Air Quality Monitoring Data QA/QC

Laboratory supplying and analysing the diffusion tubes: **Gradko**

Preparation method used: **50% TEA in acetone**

Confirmation that the lab follows the procedures set out in the Practical Guidance:

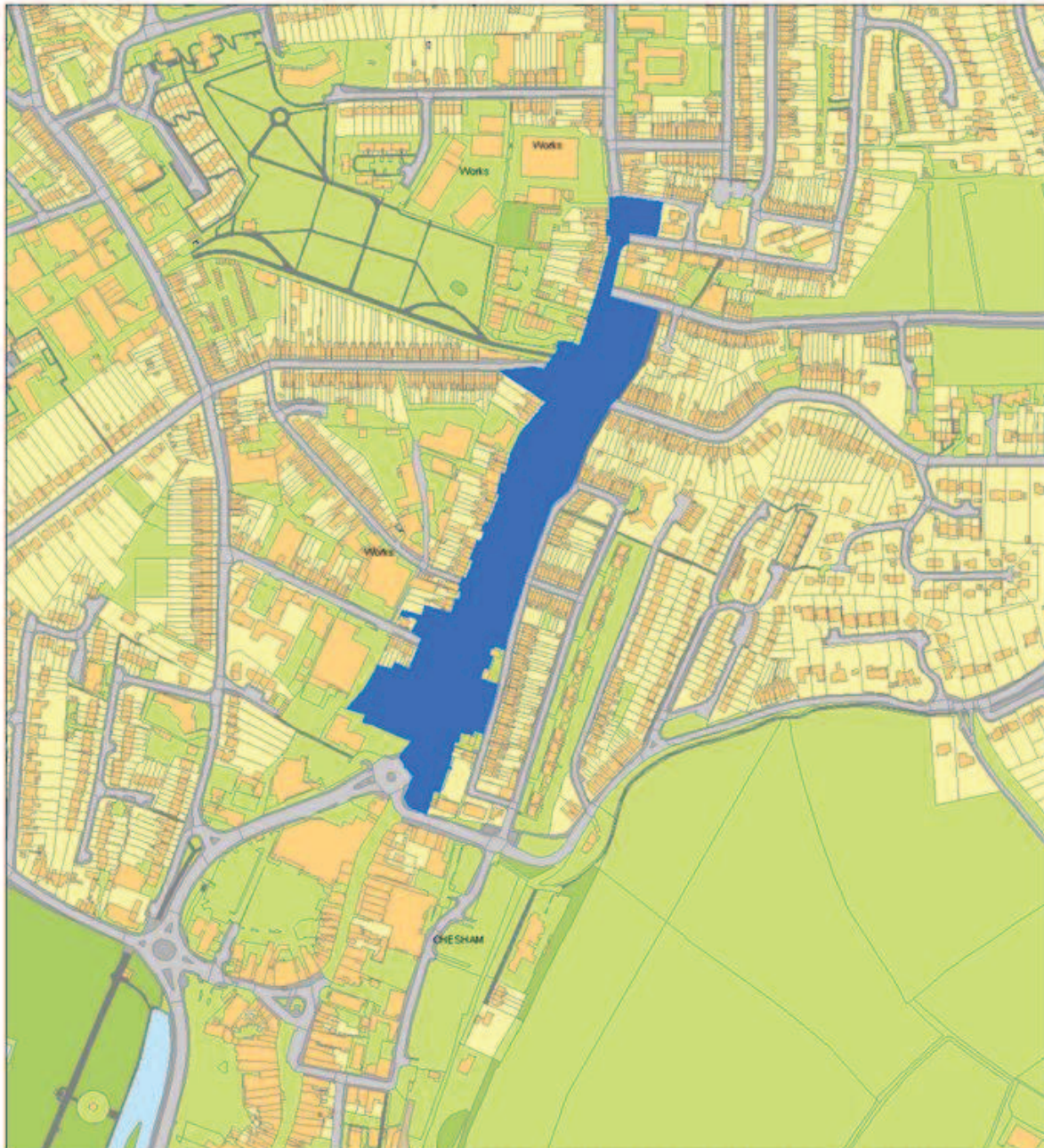
Yes

National Diffusion Tube Bias Adjustment Factor Spreadsheet							Spreadsheet Version Number: 03/16				
Follow the steps below in the correct order to show the results of relevant co-location studies										This spreadsheet will be updated at the end of June 2016 LAQM Helpdesk Website	
Data only apply to tubes exposed monthly and are not suitable for correcting individual short-term monitoring periods											
Whenever presenting adjusted data, you should state the adjustment factor used and the version of the spreadsheet											
This spreadsheet will be updated every few months; the factors may therefore be subject to change. This should not discourage their immediate use											
The LAQM Helpdesk is operated on behalf of Defra and the Devolved Administrations by Bureau Veritas, in conjunction with contract partners AECCM and the National Physical Laboratory.							Spreadsheet maintained by the National Physical Laboratory. Original compiled by Air Quality Consultants Ltd.				
Step 1:	Step 2:	Step 3:	Step 4:								
Select the Laboratory that Analyses Your Tubes from the Drop-Down List	Select a Preparation Method from the Drop-Down List	Select a Year from the Drop-Down List	Where there is only one study for a chosen combination, you should use the adjustment factor shown with caution. Where there is more than one study, use the overall factor shown in blue at the foot of the final column.								
If a laboratory is not shown, we have no data for this laboratory.	If a preparation method is not shown, we have no data for this method at this laboratory.	If a year is not shown, we have no data	If you have your own co-location study then see footnote ¹ . If uncertain what to do then contact the Local Air Quality Management Helpdesk at LAQMHelpdesk@uk.bureauveritas.com or 0800 0327953								
Analysed By	Method <small>To undo your selection, choose All from the pop-up list</small>	Year <small>To undo your selection, choose All</small>	Site Type	Local Authority	Length of Study (months)	Diffusion Tube Mean Conc. (Dm) ($\mu\text{g}/\text{m}^3$)	Automatic Monitor Mean Conc. (Cm) ($\mu\text{g}/\text{m}^3$)	Bias (B)	Tube Precision	Bias Adjustment Factor (A) (Cm/Dm)	
Gradko	50% TEA in acetone	2015	R	Bedford Borough Council	12	35	33	6.4%	G	0.94	
Gradko	50% TEA in acetone	2015	UB	Norwich City Council	9	12	12	-3.3%	G	1.03	
Gradko	50% TEA in acetone	2015	R	West Berkshire Council	11	38	35	10.7%	G	0.90	
Gradko	50% TEA in acetone	2015	R	East Hampshire District Council	11	22	20	9.5%	G	0.91	
Gradko	50% TEA in acetone	2015	R	LB Haringey	12	37	40	-9.1%	S	1.10	
Gradko	50% TEA in acetone	2015	KS	London Borough of Croydon	12	54	52	4.7%	G	0.96	
Gradko	50% TEA in acetone	2015	B	London Borough of Richmond upon Thames	12	21	21	-0.2%	G	1.00	
Gradko	50% TEA in acetone	2015	R	London Borough of Richmond upon Thames	12	36	33	8.9%	G	0.92	
Gradko	50% TEA in acetone	2015	KS	Marylebone Road Intercomparison	12	86	81	6.4%	G	0.94	
Gradko	50% TEA in acetone	2015	LI	Middlesbrough	11	16	14	11.7%	G	0.90	
Gradko	50% TEA in acetone	2015	SI	Redcar & Cleveland	12	12	12	0.1%	G	1.00	
Gradko	50% TEA in acetone	2015	R	West Dorset District Council	12	12	11	15.5%	G	0.87	
Gradko	50% TEA in acetone	2015	R	Worthing Borough Council	11	42	37	14.5%	G	0.87	
Gradko	50% TEA in acetone	2015	R	Royal Borough of Windsor and Maidenhead	12	34	37	-8.4%	G	1.09	
Gradko	50% TEA in acetone	2015	R	Royal Borough of Windsor and Maidenhead	12	40	38	4.2%	G	0.96	
Gradko	50% TEA in acetone	2015		Overall Factor¹ (15 studies)					Use	0.95	

The bias adjustment factor being applied: **0.95**

Appendix D: Map(s) of Monitoring Locations

Chiltern District Council's AQMA along Broad Street/Berkhampstead Road, Chesham



90 45 0 90 Meters

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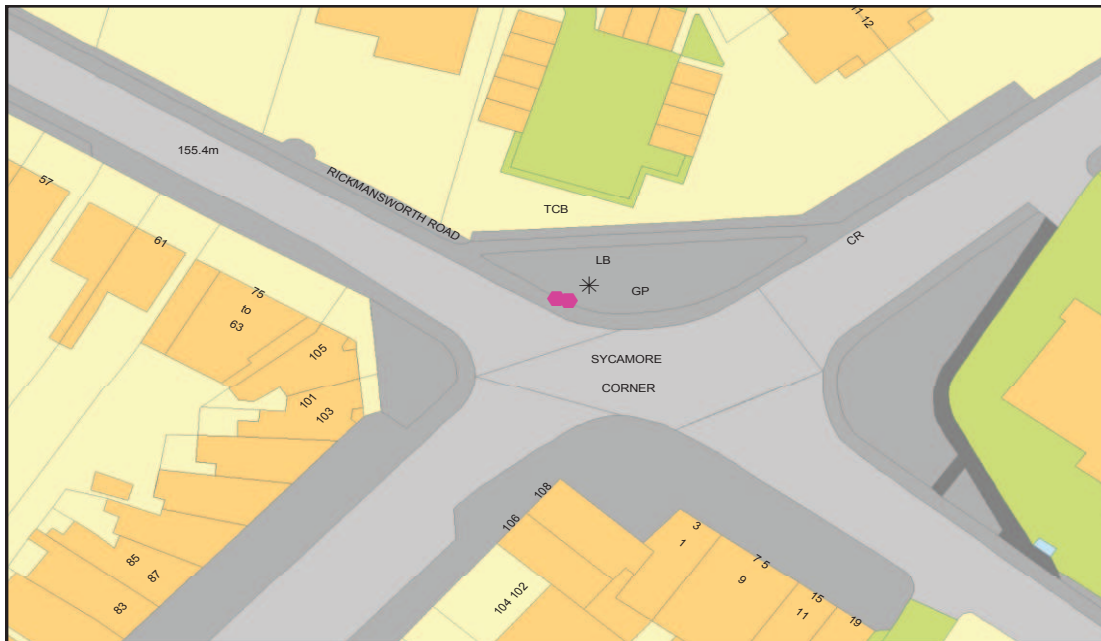
Legend

 Air Quality Management Area

Diffusion Tube Locations



Site Name	Site Type	OS Grid Ref	Pollutants Monitored	In AQM A?	Worst-case Location?
St Mary's Way, Chesham	Roadside	495850 201510	NO ₂	N	Y



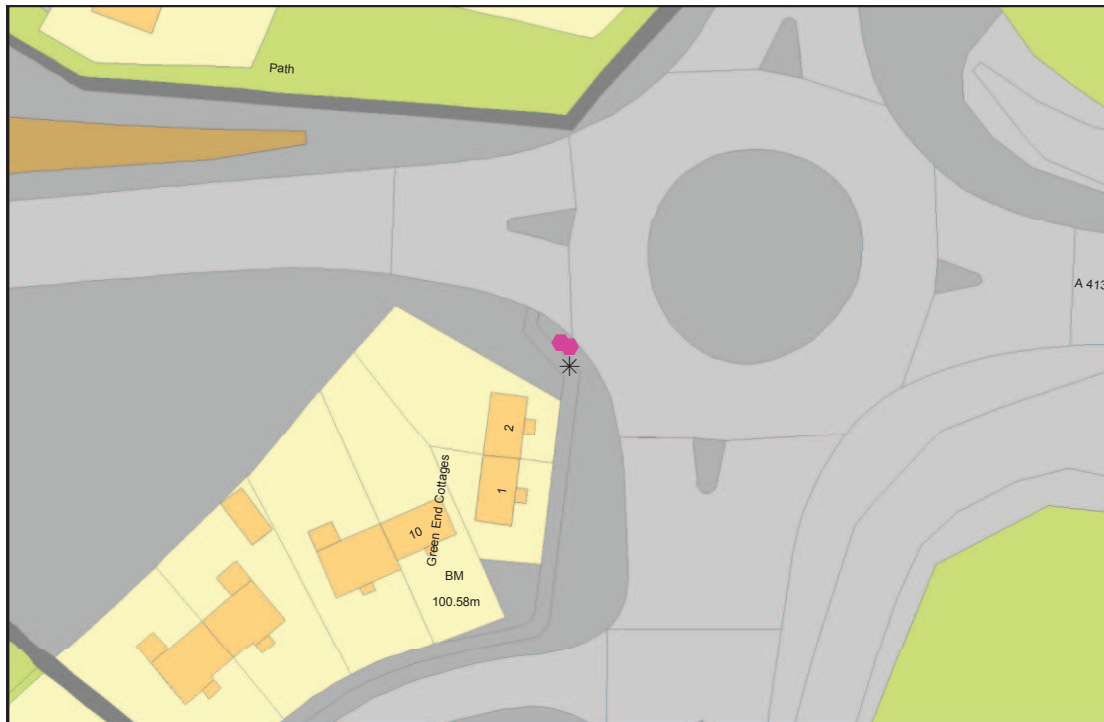
Site Name	Site Type	OS Grid Ref	Pollutants Monitored	In AQM A?	Worst-case Location?
Rickmansworth Road, Amersham	Roadside	496550 198720	NO ₂	N	Y



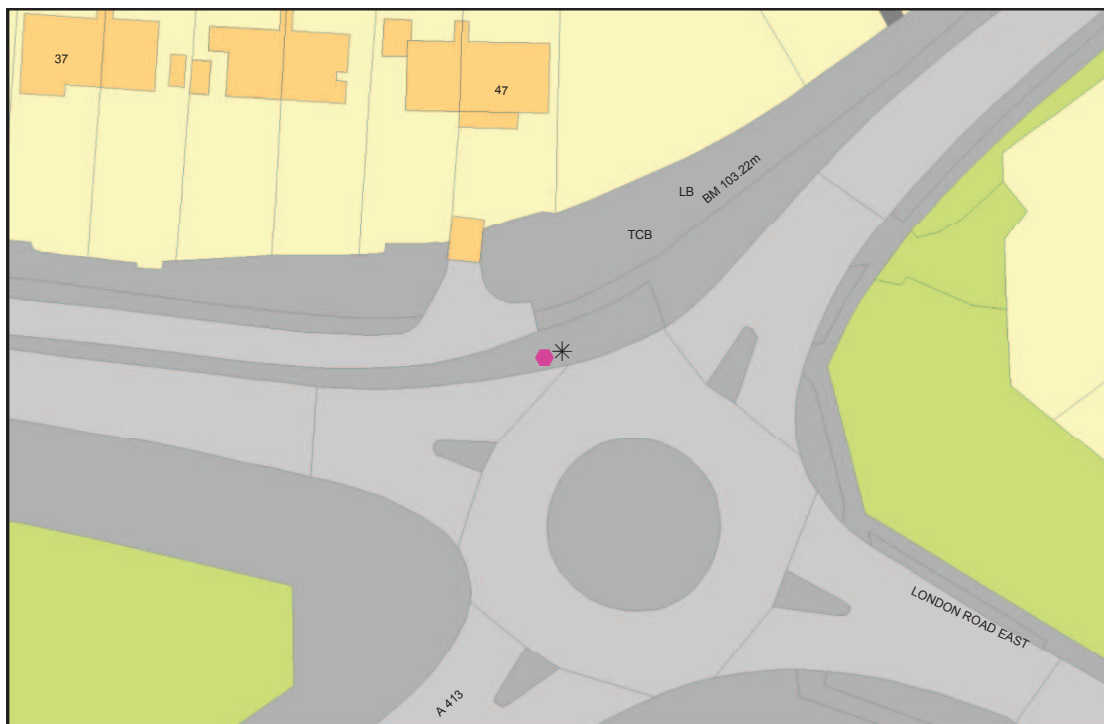
Site Name	Site Type	OS Grid Ref	Pollutants Monitored	In AQM A?	Worst-case Location?
High Street, Chalfont St Peter	Roadside	500050 190810	NO ₂	N	Y



Site Name	Site Type	OS Grid Ref	Pollutants Monitored	In AQM A?	Worst-case Location?
The Pheasant, Chalfont St Giles	Roadside	499250 193750	NO ₂	N	Y



Site Name	Site Type	OS Grid Ref	Pollutants Monitored	In AQM A?	Worst-case Location?
Gore Hill, Old Amersham	Roadside	495960 196940	NO ₂	N	Y



Site Name	Site Type	OS Grid Ref	Pollutants Monitored	In AQM A?	Worst-case Location?
Stanley Hill, Amersham	Roadside	496760 197100	NO ₂	N	Y



Site Name	Site Type	OS Grid Ref	Pollutants Monitored	In AQM A?	Worst-case Location?
Chesham Police Station, Broad Street	Roadside	496100 202000	NO ₂	Y	Y



Site Name	Site Type	OS Grid Ref	Pollutants Monitored	In AQM A?	Worst-case Location?
Chesham flats by opticians, Broad Street	Roadside	496000 202000	NO ₂	Y	Y

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Site Name	Site Type	OS Grid Ref	Pollutants Monitored	In AQM A?	Worst-case Location?
Chesham Jolly Sportsman Pub, End of Berkhamstead Road	Roadside	496200 202300	NO ₂	Y	Y



Site Name	Site Type	OS Grid Ref	Pollutants Monitored	In AQM A?	Worst-case Location?
Chesham opp 170 Berkhamstead Road	Roadside	496100 202300	NO ₂	Y	Y



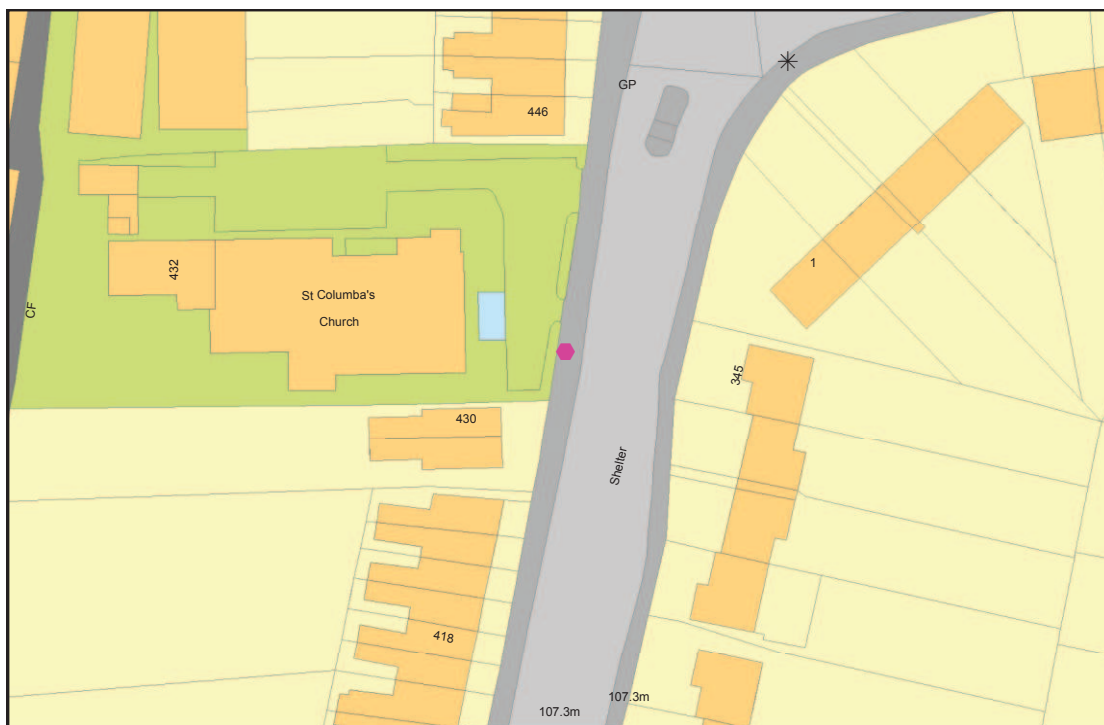
Site Name	Site Type	OS Grid Ref	Pollutants Monitored	In AQM A?	Worst-case Location?
Chesham at 305 Berkhamstead Road	Roadside	496300 202500	NO ₂	N	Y



Site Name	Site Type	OS Grid Ref	Pollutants Monitored	In AQM A?	Worst-case Location?
Chesham by 336 Berkhamstead Road	Roadside	496200 202500	NO ₂	N	Y



Site Name	Site Type	OS Grid Ref	Pollutants Monitored	In AQM A?	Worst-case Location?
Chesham opposite 5 Nashleigh Hill	Roadside	496300 202900	NO ₂	N	Y



Site Name	Site Type	OS Grid Ref	Pollutants Monitored	In AQM A?	Worst-case Location?
Chesham opp St Columba Church, Berkhamstead Rd	Roadside	496200 202800	NO ₂	N	Y



Site Name	Site Type	OS Grid Ref	Pollutants Monitored	In AQM A?	Worst-case Location?
Ashley green, by speed Camera, Chesham Road	Roadside	497600 205100	NO ₂	N	Y



Site Name	Site Type	OS Grid Ref	Pollutants Monitored	In AQM A?	Worst-case Location?
Ashley green, by Bus stop/Church, Chesham Road	Roadside	497600 205200	NO ₂	N	Y

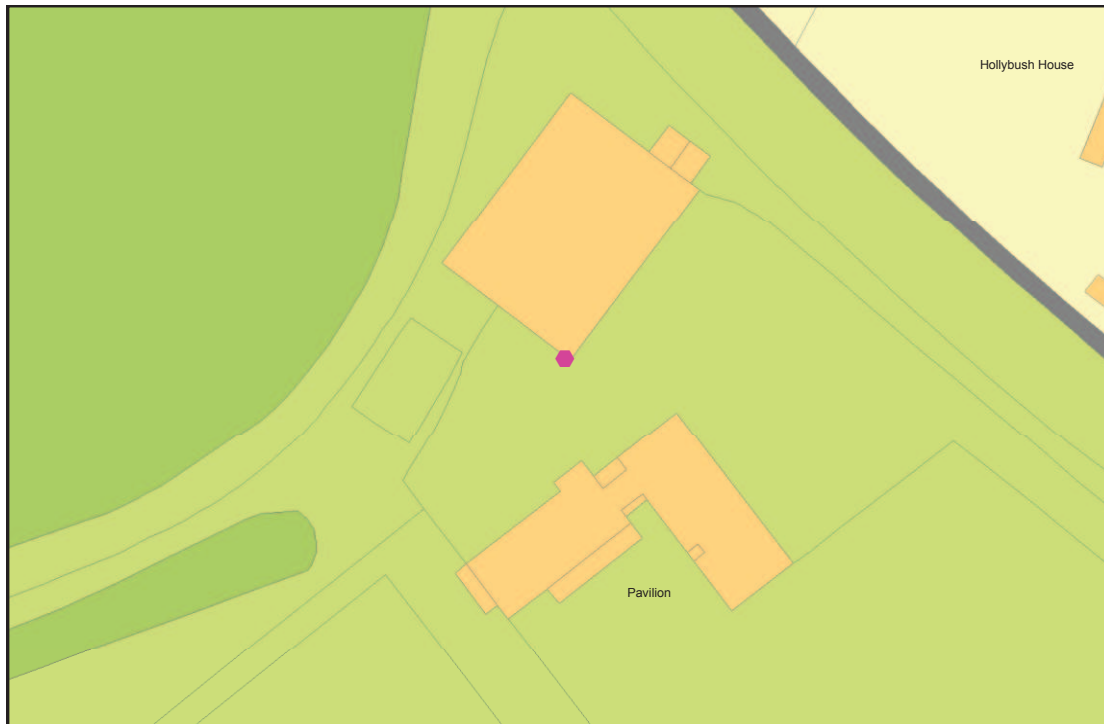
Classification: OFFICIAL
Chiltern District Council



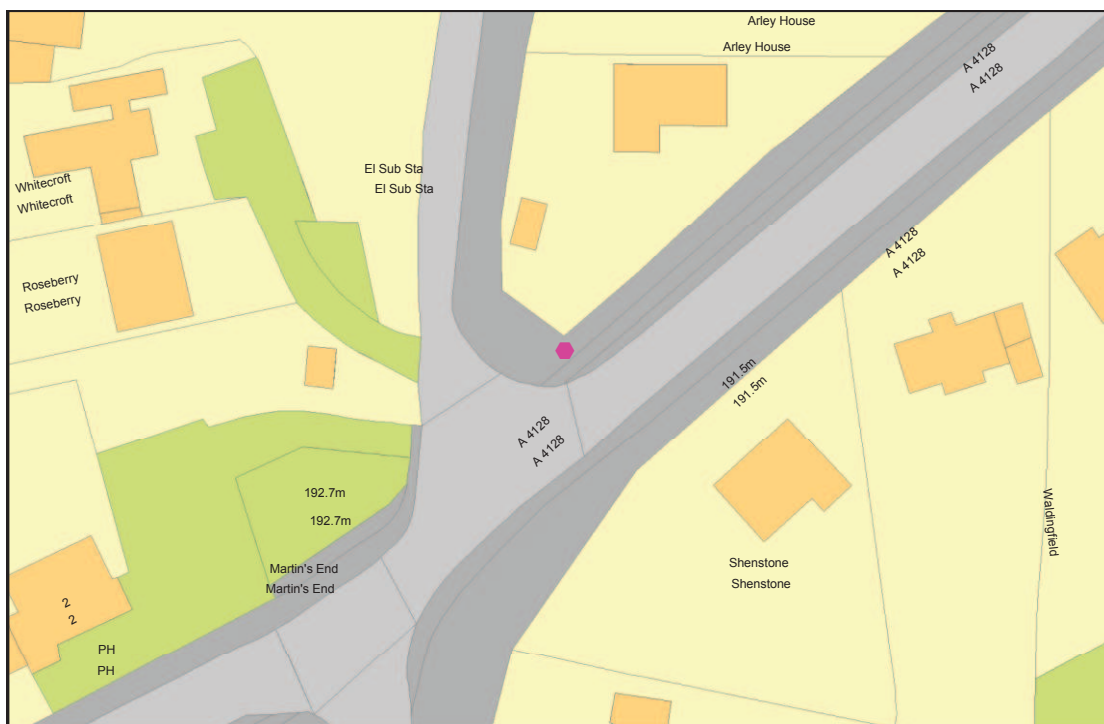
Site Name	Site Type	OS Grid Ref	Pollutants Monitored	In AQM A?	Worst-case Location?
Little Chalfont, on back of sign	Roadside	500508 197878	NO ₂	N	Y



Site Name	Site Type	OS Grid Ref	Pollutants Monitored	In AQM A?	Worst-case Location?
Nightingales Corner, on sign on roundabout, Nr Challoners Girl School	Roadside	499260 197452	NO ₂	N	Y



Site Name	Site Type	OS Grid Ref	Pollutants Monitored	In AQM A?	Worst-case Location?
Hervines Park, on drain pipe on town building	Background	495708 198806	NO ₂	N	N



Site Name	Site Type	OS Grid Ref	Pollutants Monitored	In AQM A?	Worst-case Location?
End of Broombar Lane, Great Missenden, on sign	Roadside	487991 200978	NO ₂	N	Y

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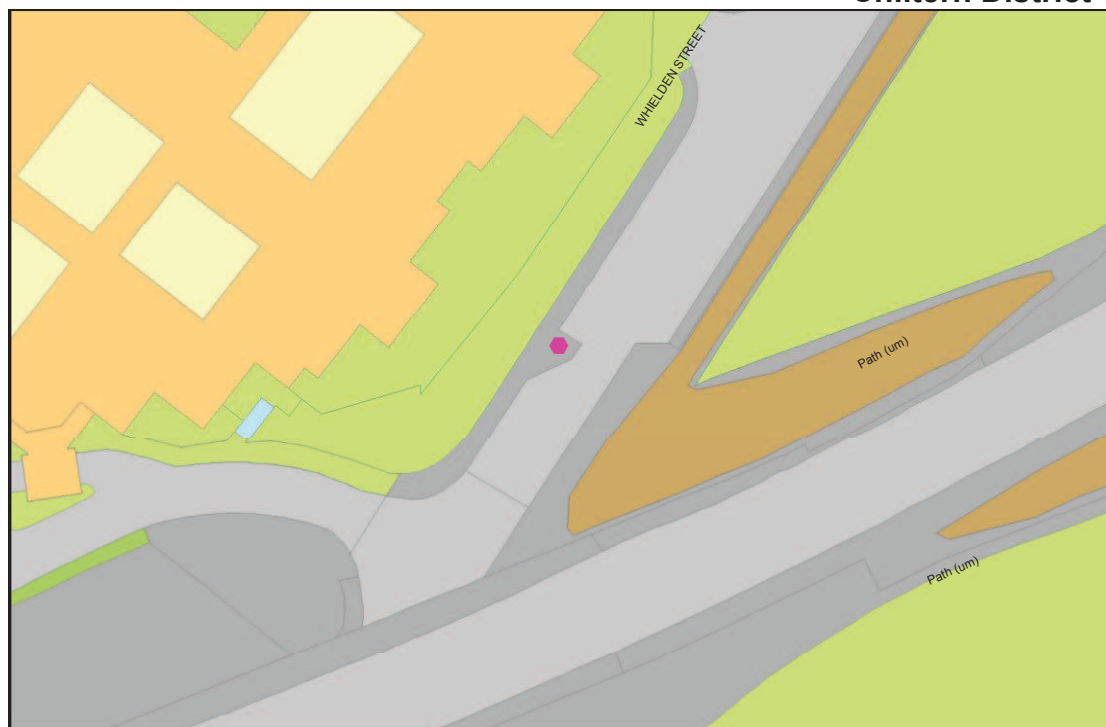


Site Name	Site Type	OS Grid Ref	Pollutants Monitored	In AQM A?	Worst-case Location?
Outside Chequers Pub, Prestwood	Roadside	487002 200812	NO ₂	N	Y

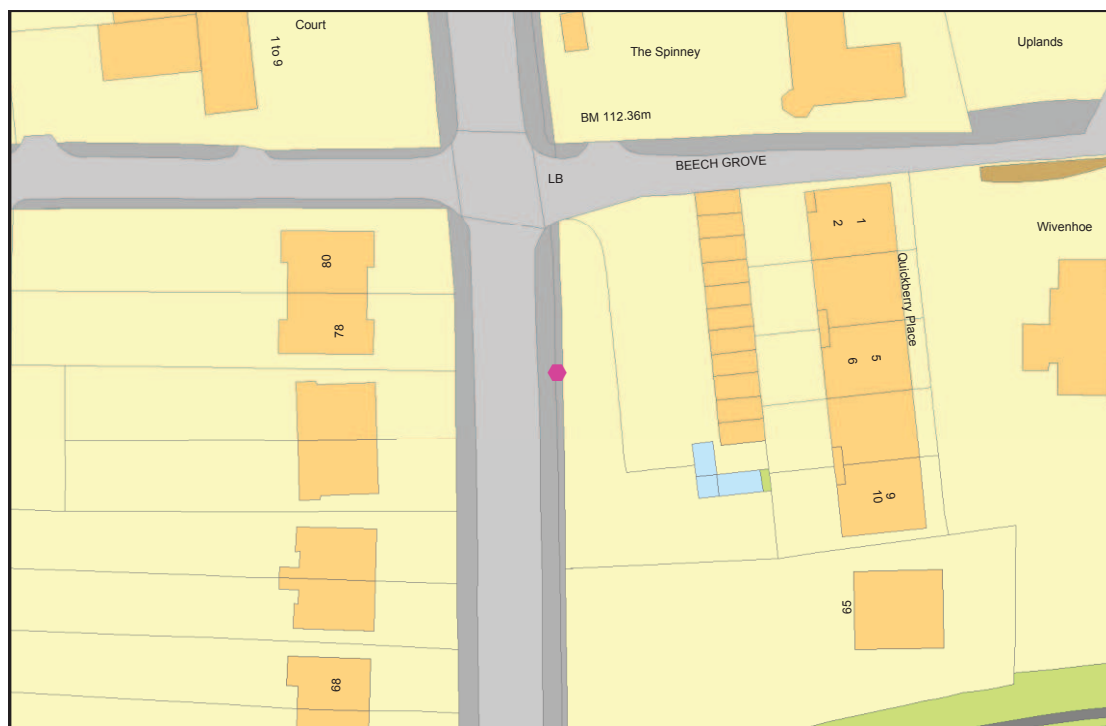


Site Name	Site Type	OS Grid Ref	Pollutants Monitored	In AQM A?	Worst-case Location?
Old Amersham near speed calming measures	Roadside	495298 197520	NO ₂	N	Y

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Site Name	Site Type	OS Grid Ref	Pollutants Monitored	In AQM A?	Worst-case Location?
Amersham Hospital, Whielden Street, Next to fly over	Roadside	495446 196797	NO ₂	N	Y



Site Name	Site Type	OS Grid Ref	Pollutants Monitored	In AQM A?	Worst-case Location?
Station Road, Amersham, opp number 76	Roadside	496450 197647	NO ₂	N	Y

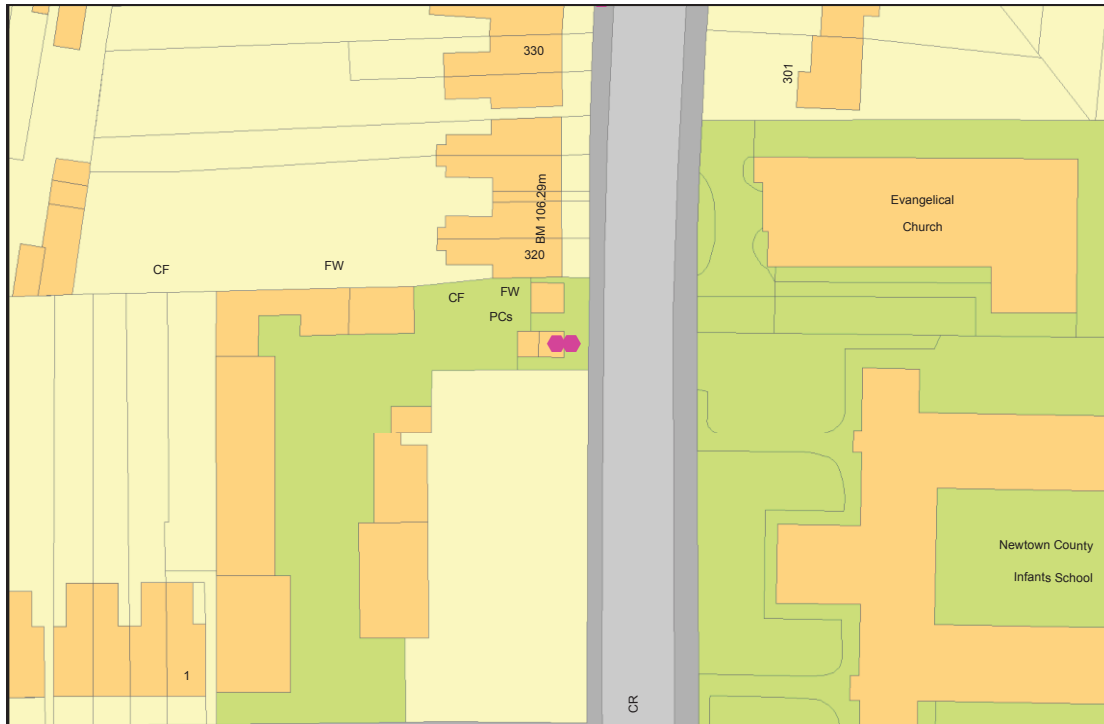
Classification: OFFICIAL
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Site Name	Site Type	OS Grid Ref	Pollutants Monitored	In AQM A?	Worst-case Location?
Opposite side of road to Jolly Sportsman, Chesham	Roadside	496233 202329	NO ₂	Y	Y



Site Name	Site Type	OS Grid Ref	Pollutants Monitored	In AQM A?	Worst-case Location?
Outside 75 High Street, Great Missenden	Roadside	489484 201234	NO ₂	N	Y



Site Name	Site Type	OS Grid Ref	Pollutants Monitored	In AQM A?	Worst-case Location?
Automatic Monitor Co-Location, Berkhamstead Road	Roadside	496257 202617	NO ₂	N	Y

Appendix E: Summary of Air Quality Objectives in England

Table E.1 – Air Quality Objectives in England

Pollutant	Air Quality Objective ⁴	
	Concentration	Measured as
Nitrogen Dioxide (NO ₂)	200 µg/m ³ not to be exceeded more than 18 times a year	1-hour mean
	40 µg/m ³	Annual mean
Particulate Matter (PM ₁₀)	50 µg/m ³ , not to be exceeded more than 35 times a year	24-hour mean
	40 µg/m ³	Annual mean
Sulphur Dioxide (SO ₂)	350 µg/m ³ , not to be exceeded more than 24 times a year	1-hour mean
	125 µg/m ³ , not to be exceeded more than 3 times a year	24-hour mean
	266 µg/m ³ , not to be exceeded more than 35 times a year	15-minute mean

⁴ The units are in microgrammes of pollutant per cubic metre of air (µg/m³).

Glossary of Terms

Abbreviation	Description
AQAP	Air Quality Action Plan - A detailed description of measures, outcomes, achievement dates and implementation methods, showing how the local authority intends to achieve air quality limit values'
AQMA	Air Quality Management Area – An area where air pollutant concentrations exceed / are likely to exceed the relevant air quality objectives. AQMAs are declared for specific pollutants and objectives
ASR	Air quality Annual Status Report
Defra	Department for Environment, Food and Rural Affairs
DMRB	Design Manual for Roads and Bridges – Air quality screening tool produced by Highways England
EU	European Union
FDMS	Filter Dynamics Measurement System
LAQM	Local Air Quality Management
NO ₂	Nitrogen Dioxide
NO _x	Nitrogen Oxides
PM ₁₀	Airborne particulate matter with an aerodynamic diameter of 10µm (micrometres or microns) or less
PM _{2.5}	Airborne particulate matter with an aerodynamic diameter of 2.5µm or less
QA/QC	Quality Assurance and Quality Control
SO ₂	Sulphur Dioxide
...	...

References

- Air Pollution in the UK (2007) AEA on behalf of DEFRA and the Dissolved Administrations
- Air Quality (England) Regulations 2000 (SI 928)
- Air Quality (England) (Amendment) Regulations 2002 (SI 3043)
- Air Quality Strategy for England, Scotland, Wales and Northern Ireland (2007)
- Chiltern District Council (2003) Updating and Screening Assessment.
- Chiltern District Council (2004) Progress Report.
- Chiltern District Council (2005) Progress Report.
- Chiltern District Council (2006) Updating and Screening Assessment.
- Chiltern District Council (2008) Progress Report.
- Chiltern District Council (2009) Further Assessment
- Chiltern District Council (2010) Progress Report.
- Chiltern District Council (2011) Progress Report.
- Chiltern District Council (2012) Updating and Screening Assessment.
- Chiltern District Council (2013) Progress Report.
- Chiltern District Council (2014) Progress Report.
- Chiltern District Council (2015) Updating and Screening Assessment.
- Part IV of the Environment Act (1995)
- Relevant Policy and Technical Guidance documents:
 - Technical Guidance LAQM.TG (09)
 - Policy Guidance LAQM.PG (09)
- Department for Transport (2007) Road Statistics: Traffic, Speeds and Congestion. Transport Statistics Bulletin.

Websites:

Department for Transport Matrix Website - <http://www.dft.gov.uk/matrix/>

NAEI Data Warehouse - http://www.naei.org.uk/data_warehouse.php

Review and Assessment Website - <http://www.uwe.ac.uk/aqm/review/>

UK Background Maps - <http://www.airquality.co.uk/archive/laqm/tools.php>

SUBJECT:	<i>Chiltern District Council Performance Report Q1 2016-17</i>
REPORT OF:	<i>Leader of the Council – Councillor Isobel Darby</i>
RESPONSIBLE OFFICER	<i>Acting Chief Executive – Bob Smith</i>
REPORT AUTHOR	<i>Rachel Prance (01494 732903) Sarah Woods (01494 586 800)</i>
WARD/S AFFECTED	<i>Report applies to whole district</i>

1. Purpose of Report

The purpose of this report is to outline the performance of Council services against performance indicators and service objectives during Q1 Apr-Jun 2016.

RECOMMENDATION

Cabinet is asked to note the performance reports.

2. Executive Summary

Overview of performance indicators (PIs) against targets across the Council:

Portfolio	No of PIs	PI on target •	PI slightly below target •	PI off target •	Unkn own / Data only
Leader	5	4	0	0	1
Community, health & housing	13	6	0	2	5
Sustainable development	11	8	1	1	1
Environment	5	1	1	0	3
Support services	6	3	0	1	2
Customer services	5	3	1	0	1
Total PIs	45	25	3	4	13

3. Reasons for Recommendations

- 3.1 This reports factual performance against pre-agreed targets. Management Team, Cabinet and Resources Overview & Services Overview Committees receive regular updates detailing our progress towards service plan objectives, performance targets and strategic risks, in line with our Performance and Improvement Framework.
- 3.2 Two detailed performance tables accompany this report:
- **Appendix A – Priority performance indicators Q1 2016-17**
 - **Appendix B – Quarterly corporate performance indicators 2016-17**

4. Key points to note this quarter:

- 4.1 Of the 13 unknown PIs, three are provided for information only, nine are not reported this quarter and one is a new PI which is awaiting the target to be set, or the method of calculation has not yet been finalised.
- 4.2 Of the four off-target PIs, two are priority PIs.
- 4.3 **Community Health and Housing:** the two PIs which failed to meet targets relate to housing, please refer to the appendices to view the reasons for this. Two are linked to the national increase in demand for temporary accommodation and lack of affordable housing. A working group is in place to explore the options for increasing the provision of affordable housing.
- 4.4 **Sustainable Development:** the PI which is off target relates to the number of planning appeals allowed. An appeal assessment is being carried out by reviewing all allowed decisions.
- 4.5 **Support Services:** the PI which is off target relates to the percentage of calls to ICT helpdesk resolved within agreed timescales. The fall in performance is due to an increase in workload caused by single network migrations at the same time as reduced capacity in the service. Trends are already showing a reduction in calls as single network project concludes.

5. Consultation

Not applicable.

6. Options

Not applicable.

7. Corporate Implications

- 7.1 Financial - Performance Management assists in identifying value for money.
- 7.2 Legal – None specific to this report.

7.3 Crime and Disorder, Environmental Issues, ICT, Partnership, Procurement, Social Inclusion, Sustainability – reports on aspects of performance in these areas.

8. Links to Council Policy Objectives

Performance management helps to ensure that performance targets set through the service planning process are met and any dips in performance are identified and resolved in a timely manner. This report links to all three of the Council’s objectives, listed below:

Objective 1 - Efficient and effective customer focused services

Objective 2 - Safe, healthy and cohesive communities

Objective 3 - Conserve the environment and promote sustainability

9. Next Step

Once approved, this report and appendices will be published on the website.

Background Papers:	N/A
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Appendix A - Priority PIs 2016-17 - CDC

Code	Title	2015/16 Actual	2015/16 Target	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Target 2016/17 (YTD)	Traffic Light	Latest Note
Leader's																		
CdHR1	Working days lost due to sickness absence	7.95	11	7.56	6.84	7.2										10	<input checked="" type="checkbox"/>	These figures are now calculated the same way as SBDC and in accordance with the Office of National Statistics not making the adjustment for part time workers. 125.50 (days off sick) for June + 212 (cumulative figure) = 337.5 (info taken from Workforce)/187.96 (average FTE figure) = 1.80/3*12 = 7.20. Impact is the majority of increase in days.
CdHR14	Working days lost due to short term sickness absence (upto 20 working days)	New PI	New PI	6.12	4.92	4.96										5	<input checked="" type="checkbox"/>	81.5 days for June +152 (cumulative figure) =233.5 (taken from Workforce)/187.96 (average FTE)= 1.24/3*12= 4.96
CdHR15	Working days lost due to long term sickness absence (more than 20 working days)	New PI	New PI	1.44	1.92	2.2										3	<input checked="" type="checkbox"/>	44 days for June + 60 (cumulative figure) = 104(Taken from Workforce) /187.96 (average FTE) = .55/3*12=2.20
Community, Health and Housing																		
CdCSf1	Percentage reduction in burglaries from dwellings year on year for Chiltern (quarterly)	-19.20%	data only			18.9%										Data Only	n/a	Chiltern has seen an 18.9% decrease in burglaries in this quarter with 43 offences compared to 53 the previous year.
CdHS1	Number of applicants with/expecting children who have been in B & B accommodation for longer than 6 weeks (snapshot figure at end of month)	0	0	1	0	2										0	<input checked="" type="checkbox"/>	One of these households is due to move on shortly to self contained accommodation. A working group is in place to explore the options for increasing the provision of affordable housing.
CdHS8	Number of households living in temporary accommodation (snapshot at the end of the month)	31	21	35	36	39										30	<input checked="" type="checkbox"/>	The demand for temporary accommodation for homeless households continues to be high.A working group is in place to explore the options for increasing the provision of affordable housing.
Sustainable Development																		
CdSD2	Special measures: speed of processing major applications, for assessment in Oct/Nov 2016 (cumulative)	95.65%	51.00%	95.83%	95.83%	96.30%										51.00%	<input checked="" type="checkbox"/>	Review period is 1st July 2014 - 30th June 2016. If performance falls below 51% at the end of the monitoring period, the Council will be placed into special measures. Major Cases determined to date is 27 Those Dealt with on target is 26.

Code	Title	2015/16 Actual	2015/16 Target	Apr-16	May-16	Jun-16	Jul-16	Aug-16	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17	Mar-17	Target 2016/17 (YTD)	Traffic Light	Latest Note	
CdSD5	Special measures: quality of major applications, for assessment in Oct/Nov 2016 (cumulative)	9.38%	19.00%	9.38%	9.38%	9.38%										9.90%		Number of appeals allowed or part allowed: 3 Number of major cases determined: 32	
CdSD10	Processing of planning applications: minor applications processed within 8 weeks (cumulative)	81.92%	70.00%	85.00%	85.71%	72.73%										75.00%		Performance dipped in June but still above national target and anticipated that it will be back to above local target shortly.	
CdSD11	Processing of planning applications: other applications processed within 8 weeks (cumulative)	92.15%	92.00%	96.30%	90.61%	90.54%										90.00%		Other application performance maintained above national and local target	
Environment																			
CdWR3	Percentage of household waste sent for reuse, recycling and composting (cumulative)	52.53%	57.00%			54.79%										58.00%		Data remains provisional for Q1. Awaiting Tyre and WEEE data for June. Actual revised target for the quarter is 56.52%. Actual performance is slightly down on target despite improved performance for organic waste collected versus same period last year. Dry recycling (Paper/card/co-mingled) is down on last year. Also quality of co-mingled material is under scrutiny, with more rejected material at the MRF compared with same period last year	
Customer Services																			
CdRB1	Speed of processing - new HB/CTB claims (by period monthly)	16.08	18	16.52	20.22	19.25										18		3 cases that took longer than 60 days to consider. Highlighted to Revenues Management Team.	
CdRB2	Speed of processing - changes of circumstances for HB/CTB claims (by period monthly)	4.72	5	4.11	3.38	3.82										5			
CdRB3	% of Council Tax collected (cumulative)	99.36%	99% (57.75%)	5.42%	15.32%	24.92%										99.00%			
CdRB4	Percentage of Non-domestic Rates Collected (cumulative)	98.30%	98% (57.17%)	8.94%	19.47%	29.03%										98.00%			

Appendix B - CDC Quarterly Corporate Performance Indicator Report - Q1 2016-17

Note: Excludes Priority Performance Indicators - see Appendix A

KEY <input checked="" type="checkbox"/> This PI is below target <input type="checkbox"/> This PI is slightly below target <input checked="" type="checkbox"/> This PI is on target																			
PI code	Name	2015/16 Value	Annual target 2015/16	Apr-16 value	May-16 value	Jun-16 value	Jul-16 value	Aug-16 value	Sep-16 value	Oct-16 value	Nov-16 value	Dec-16 value	Jan-17 value	Feb-17 value	Mar-17 value	Annual target 2016/17	Traffic light (latest actual)	Responsible officer	Latest notes
Leader's portfolio																			
CdCP1 (C)	Number of unique visitors to the main website (by period)	330,946	data only	29,100	30,819	29,738										data only	n/a	Rachel Prance	
CdHR2 (C)	Voluntary leavers as a % of workforce (extrapolated for the year)	18.62%	8%			10.70%										16%	<input checked="" type="checkbox"/>	Judy Benson	6 leavers during quarter 1, / average headcount of 224.67. Extrapolated, this equates to 24 for the full year, 21.88%.
Community, health and housing																			
CdCL1 (C)	Customer satisfaction rating at the Chiltern leisure facilities	59.00%	65.00%	annual PI												65.00%	?	Martin Holt	
CdCL2 (C)	Total participation in physical activities delivered through the GLL community engagement plan (by period)	6,268	6,000 (1,500)			4,876										6,600	<input checked="" type="checkbox"/>	Martin Holt	
CdCL3 (C)	Total number of users at all leisure centres (by period)	915,382	875,000 (218750)			238,015										900,000	<input checked="" type="checkbox"/>	Martin Holt	
CdHSf2 (C)	Percentage reduction in violent offences against a person, rolling year on year	-53.90%	data only			-39.6%										data only	n/a	Martin Holt	Chiltern has seen a 39.6% increase in violent crime. It is up 187 offences from 134 the previous year.
CdHS2 (C)	Number of affordable homes delivered by (i) new build (ii) vacancies generated by local authority scheme (iii) acquisition of existing properties for social housing (cumulative)	22	33 (16.50)			13										33	<input checked="" type="checkbox"/>	Martin Holt	This total comprises (i) 13 new affordable homes that were delivered in the development adjacent to Lincoln Park in Amersham comprising 9 properties for affordable rent and 4 properties for shared ownership (ii) 0 and (iii) 0. A working group is in place to explore the options for increasing the provision of affordable housing.
CdHS3i (C)	Average Length of stay in B & B temporary accommodation for all households (snapshot at end of quarter)	12	5			7										10	<input checked="" type="checkbox"/>	Martin Holt	A total of 15 B&B placements ended during the quarter and these households had spent a combined total of 714 nights in B&B which is an average stay of 7 weeks per household. A working group is in place to explore the options for increasing the provision of affordable housing.
CdHS4 (C)	Number of private sector dwellings vacant for more than 6 months and returned to occupation following local authority intervention	28	40	annual PI												40	?	Martin Holt	

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PI code	Name	2015/16 Value	Annual target 2015/16	Apr-16 value	May-16 value	Jun-16 value	Jul-16 value	Aug-16 value	Sep-16 value	Oct-16 value	Nov-16 value	Dec-16 value	Jan-17 value	Feb-17 value	Mar-17 value	Annual target 2016/17	Traffic light (latest actual)	Responsible officer	Latest notes
CdEH2 (C)	Percentage of food premises (risk rating A to C) that are broadly compliant (snapshot quarterly)	96.00%	91%			96.50%										96%	<input checked="" type="checkbox"/>	Martin Holt	
JtLI3 (C)	Percentage of customers satisfied with the licensing service received (annual)	61.80%	89%	annual PI											89%	?	Martin Holt		
JtLI5 (C)	Percentages of licences received and issued/renewed within statutory or policy deadlines (cumulative)	98.40%	97%			96.30%										97%	<input checked="" type="checkbox"/>	Martin Holt	25 out of 676 not dealt with within policy or legislative timescales.
Sustainable development																			
JtBC1 (C)	Applications checked within 10 working days (cumulative)	92.70%	85%	85.90%	93.10%	93.40%										92%	<input checked="" type="checkbox"/>	Peter Beckford	
JtBC4 (C)	Customer satisfaction with the building control service (cumulative)	92.70%	94%	100.00%	100.00%	100.00%										92%	<input checked="" type="checkbox"/>	Peter Beckford	
CdSD1 (C)	Net additional homes provided		133	annual PI											145	?	Peter Beckford		
CdSD7 (C)	Percentage of planning applicants who are satisfied or very satisfied with the planning service (cumulative)	77.00%	80%			87.50%										80%	<input checked="" type="checkbox"/>	Peter Beckford	
CdSD8 (C)	Planning appeals allowed (cumulative)	39.76%	35%			55.00%										35%	<input checked="" type="checkbox"/>	Peter Beckford	11 of 20 appeals decided, allowed or part allowed Note: How this indicator is calculated has been revised. The new criteria includes, all appeal types. Appeals against <ul style="list-style-type: none"> . Refusal of planning permission, . Imposition of conditions . Non-determination . Enforcement notices All applications that have development types that are reported to the Government on the PS2 return and PS1, questions 6 and 7 and all appeals against enforcement. An appeal assessment is being carried out by reviewing all allowed decisions.

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Appendix

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PI code	Name	2015/16 Value	Annual target 2015/16	Apr-16 value	May-16 value	Jun-16 value	Jul-16 value	Aug-16 value	Sep-16 value	Oct-16 value	Nov-16 value	Dec-16 value	Jan-17 value	Feb-17 value	Mar-17 value	Annual target 2016/17	Traffic light (latest actual)	Responsible officer	Latest notes	
CdSD12 (C)	Percentage of new enforcement cases where an initial site visit for an urgent priority case is undertaken within the timescale set out in the Enforcement Policy (cumulative)	100.00%	30%	100.00%	100.00%	100.00%										100%	<input checked="" type="checkbox"/>	Peter Beckford		
CdSD32 (C)	% of new enforcement cases where an initial site visit for a high priority case is undertaken within the timescale set out in the Enforcement Policy (Cumulative, monthly)	New PI	New PI	100.00%	100.00%	100.00%										100%	<input checked="" type="checkbox"/>	Peter Beckford		
Environment																				
CdSE1 (C)	Cumulative CO2 reduction from local authority operations from base year of 2008/09	22.00%	9.10%	annual PI												11.70%	?	Martin Holt	Reported annually. Cumulative Figure against baseline	
CdSE2 (C)	Planning to adapt to climate change (5 levels of performance 0=low 5= high)	3	4	annual PI												4	?	Martin Holt	Reported annually.	
CdR1 (C)	Waste customer satisfaction survey	86.70%	86%	6 monthly						6 monthly						86%	?	Chris Marchant	Reported 6 monthly.	
CdR4 (C)	Household refuse collections, number of containers missed per month (calculated by P&C team on wkly basis)	New PI	New PI	1,154	1,141	1,597										1733	<input checked="" type="checkbox"/>	Chris Marchant		
Support services																				
JtLD1 (C)	Client satisfaction with the shared service. Percentage satisfied or very satisfied.	90.50%	94%	6 monthly						6 monthly						96%	?	Joanna Swift	Reported 6 monthly	
JtBS1 (C)	Availability of ICT systems to staff from 8am to 6pm (by period)	99.86%	99.50%			99.80%										99.50%	<input checked="" type="checkbox"/>	Sim Dixon		
JtBS2 (C)	Percentage of calls to ICT helpdesk resolved within agreed timescales (by period)	84.00%	95%			81.20%										95%	<input checked="" type="checkbox"/>	Sim Dixon	Fall in performance due to increase in workload caused by single network migrations at the same time as reduced capacity in the service. Trends already showing reduction in calls as single network project concludes	
CdBS3 (C)	Percentage of responses to FOI requests sent within 20 working days (by month)	83.00%	90%	60.00%	87.00%	95.00%										90%	<input checked="" type="checkbox"/>	Sim Dixon		
CdLD2 (C)	The percentage response to the annual canvass	94.00%	94%	annual PI												94%	?	Joanna Swift	Reported annually.	
CdLD3 (C)	Percentage of standard searches carried out within five working days (by period)	100.00%	100%			n/a										n/a	100%	<input checked="" type="checkbox"/>	Joanna Swift	This will no longer be reported for the new financial year as the 5 day target is no longer relevant and has been superceded by the 3 day target under departmental target CdLD4 (D).

Appendix B

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PI code	Name	2015/16 Value	Annual target 2015/16	Apr-16 value	May-16 value	Jun-16 value	Jul-16 value	Aug-16 value	Sep-16 value	Oct-16 value	Nov-16 value	Dec-16 value	Jan-17 value	Feb-17 value	Mar-17 value	Annual target 2016/17	Traffic light (latest actual)	Responsible officer	Latest notes
Customer services																			
CdCS1 (C)	New measure for complaints - t.b.a.	n/a	t.b.a.													t.b.a.	n/a	Nicola Ellis	New PI for when the joint customer services team is implemented.