



## **Audio/Visual Recording of Meetings**

Please note: This meeting might be filmed, photographed, audio-recorded or reported by a party other than South Bucks District Council for subsequent broadcast or publication.

If you intend to film, photograph or audio record the proceedings or if you have any questions please contact the Democratic Services Officer (members of the press please contact the Communications Officer).



## Declarations of Interest

Any Member attending the meeting is reminded of the requirement to declare if he/she has a personal interest in any item of business, as defined in the Code of Conduct. If that interest is a prejudicial interest as defined in the Code the Member should also withdraw from the meeting.

## A G E N D A

(Pages)

1. **Apologies for absence**

To receive any apologies for absence.

2. **Minutes**

To receive the minutes of the meeting of the PAG held on 7 June 2016.

**(7 - 10)**

3. **Reports from Members**

To receive any reports from the Portfolio Holder or PAG Members.

4. **Current Issues**

The Portfolio Holder and Head of Service to update Members on Part 1 current issues relating to the PAG and to receive feedback from Members (if any).

A. REPORTS FOR INFORMATION / DISCUSSION

5. **CDC and SBDC Greenhouse Gas (GHG) Reports**

To consider the report of the Portfolio Holder for Environment.

**(11 - 14)**

*Appendix 1*

**(15 - 24)**

B. REPORTS LIKELY TO LEAD TO PORTFOLIO HOLDER DECISION

None.

C. REPORTS LIKELY TO LEAD TO PORTFOLIO HOLDER RECOMMENDATION  
TO CABINET

6. **Portfolio Budgets 2017/18**

To consider the report of the Portfolio Holder for Environment.

*This report has been updated and is available in the supplementary agenda.*

*Appendix 1*

*This appendix has been updated and is available in the supplementary agenda.*

7. **Garden Waste Collection Charges 2017-18**

To consider report of the Portfolio Holder for Environment.

**(25 - 28)**

8. **Waste Containers**

To consider report of the Portfolio Holder for Environment.

**(To Follow)**

9. **Any other business**

Any other business which the Portfolio Holder considers is urgent.

10. **Exempt Information**

"That under Section 100(A)(4) of the Local Government Act 1972 following item of business is not for publication to the press or public on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Act."

11. **Current Issues (Part II)**

The Portfolio Holder and Head of Service to update Members on Part II current issues relating to the PAG and to receive feedback from Members (if any).

The next meeting is due to take place on Tuesday, 7 March 2017

**This page is intentionally left blank**

**ENVIRONMENT POLICY ADVISORY GROUP**

**Meeting - 7 June 2016**

Present: Mrs Sullivan (Chairman)  
Mr D Smith

Apologies for absence: Mr Bradford, Mr Harding and Miss Hazell

**8. MINUTES**

The minutes of the meeting of the PAG held on 1 March were received.

**9. REPORTS FROM MEMBERS**

None received.

**10. CURRENT ISSUES**

The PAG were introduced by the Portfolio Holder to Elizabeth Cullen's maternity cover, Eric Redford, and Balal Farooqi, the new Waste Efficiency Officer.

The Interim Director of Services briefly précised the progress of the Waste service review, detailing how consultation had concluded on the 27 May after high levels of engagement with staff, with those questions arising currently being responded to. The final structure of the service, along with job descriptions are to be issued to staff in the week commencing 20 June. Further to this, interviews are to take place over 3 weeks in July, with implementation cited as 1 October 2016. After a query from a Member of the PAG, the Interim Director of Services explained that those Wycombe District Council Staff who had previously joined with Chiltern District Council were already in the employ of Chiltern District Council.

**11. JOINT WASTE COMMITTEE FOR BUCKINGHAMSHIRE - DISSOLUTION**

The PAG considered a report regarding how the Joint Waste Strategy 2014-2020 would be progressed following the dissolution of the Joint Waste Committee for Bucks.

The report detailed that as the Joint Waste Strategy 2014-2020 is now established, and all constituent Districts have rolled out their new collection services, the JWC has concluded that the Strategy would be delivered more efficiently by adopting a streamlined, less formal structure.

It was further detailed to the PAG that a forecasted underspend of £125,000 at year end 2015/2016 and the Waste Partnership Officer vacancy had provided an opportunity for Members to review the current partnership arrangements, whilst also acknowledging the benefits of joint working and sharing of knowledge.

The PAG were informed within the report that it was felt strongly by Members that a formal Committee was no longer required to facilitate continued successful campaigns and joint working, and that the notice period of 12 months for the dissolution could be waived provided there was agreement from each participating Council's Cabinet.

After questions from, and discussion within the PAG, the Portfolio Holder agreed to **RECOMMEND to Cabinet that:**

- 1 subject to the formal agreement of all the constituent authorities, the Joint Waste Committee for Buckinghamshire be dissolved and the twelve months' notice required by the Committee's Constitution be waived;
- 2 the Joint Waste Partnership be retained as an informal entity to carry out activities to support the delivery of the Joint Waste Strategy 2014-2020;
- 3 a Memorandum of Understanding, as outlined in the report of the officers, be drawn up to regulate the activities of the Joint Waste Partnership with authority being delegated to the Head of Environment in consultation with the Head of Legal and Democratic Services to agree the precise terms;
- 4 the remaining funds in the approved budget of the Joint Waste Committee, once committed expenditure has been met, be used to fund a continued fly-tipping campaign across Buckinghamshire;
- 5 the grant awarded by the Department for Communities and Local Government for the Fighting Food Waste project be used to support the activities described in the bid for funding;
- 6 the partner Councils give consideration to making budgetary provision for the ongoing work of the Partnership once the remaining budget has been utilised, expected to be for the financial year 2018/19 and thereafter.

## 12. BIFFA ANNUAL REPORT 2015/16

The PAG were asked to note a Report informing Members of the progress of the Council's contract with Biffa Municipal Ltd in 2015/16 as recommended by an internal audit.

It was drawn to the attention of the PAG that the internal audit received the outcome of substantial assurance – the highest that could be achieved, and garnered only two routine recommendations: enhancement of the governance via a regular report to Members on service performance and; the renewal of the Policies and Procedures for the waste collection service on a regular basis to confirm that they are still relevant and current.

In terms of key facts from the service, the report detailed that there were 7,363 justified contract instructions to Biffa over the course of 2015/16, which was seen as a low percentage of the service as a whole. It was also noted that it was not necessary to issue any defaults to Biffa throughout the course of the year, and that the 27 complaints received were offset by the 13 compliments also received.

The report went on to quantify that the Garden Waste Service for 2015/16 had surpassed both the 2014/2015 subscriber numbers (6,476), and the envisaged number of 7,000 subscribers, to 7,648 – an 18% increase.

Within the report, Members of the PAG were able to compare the Performance Indicators and targets to the previous years, which showed that: percentage of household waste sent for disposal had decreased from 48.50% to 47.23% in the year from 2014/15 to 2015/16; percentage of household waste sent for reuse, recycling and composting had increased from 51.3% to 52.77%; missed household collections per month had decreased from 154.8 missed collections to 89.3 missed collections. One item of particular note was the average time taken to remove fly tips, which had decreased dramatically from 3.07 days to 2.2 days: this was in main due to South Bucks counting non-working days in their targets, which other authorities did not.

Due to the abandonment of the national performance indicator NI195, South Bucks has been able to design and implement its own new inspection regime which better meets the needs of the district, which commenced in April 2015 – as this is not a Performance Indicator, no



target has been set, but the aim of the service is to stay below 8% (this was the previous detritus target).

Members of the PAG were pleased to note that the total net revenue budget for the service 2015/16 was £2.993m, and the service was delivered within budget for all service provisions.

### 13. FLYTIPPING AND ENFORCEMENT UPDATE

The PAG received a report updating them on the 2015/16 fly tipping enforcement programme.

Members of the PAG were briefed on how fly-tipping has historically been a larger-scale problem within South Bucks in comparison to other Bucks areas due to the rural zones within the district attracting illegal fly-tippers. It was highlighted within the report that even with this problem, the number of fly tips with the district has followed the general County-Wide pattern.

Enforcement within the district has become more pro-active, with 23 cases submitted to BCC Legal Services for offences relating to fly tips in South Bucks (2015/16), and more than one fly-tipper being prosecuted per week by The Waste Partnership in the last 5 years. This is further supported by the Enforcement Team at BCC, and the increased surveillance activity that they are undertaking: in the first 2 months of 2016/17, 9 cases have already been submitted, with the trend predicted to continue – at the time of submission of this report, a prolific tyre fly-tipper had been caught.

### 14. ANY OTHER BUSINESS

None.

The meeting terminated at 6.21 pm

This page is intentionally left blank

<b>SUBJECT:</b>	CDC and SBDC Greenhouse Gas (GHG) Reports
<b>REPORT OF:</b>	Councillor Luisa Sullivan – Environment Portfolio Holder
<b>RESPONSIBLE OFFICER</b>	Chris Marchant – Head of Environment Martin Holt – Head of Healthy Communities
<b>REPORT AUTHOR</b>	Joanna Faul 01895 837280 <a href="mailto:joanna.faul@southbucks.gov.uk">joanna.faul@southbucks.gov.uk</a> Corporate Sustainability Officer (SBDC and CDC)
<b>WARD/S AFFECTED</b>	All

**1. Purpose of Report**

To present to the Committee the statutory Greenhouse Gas (GHG) report.

**RECOMMENDATION**

To note the SBDC greenhouse gas report, its publication on the SBDC Website and notification of completion to Department of Energy & Climate Change (DECC)

To also note the close link between the CDC & SBDC GHG Reports.

**2. Reasons for Recommendations**

The reports demonstrate the actual energy use/GHG activity that each Council has used/emitted.

**3. Content of Report**

This report presents the key outcomes from the GHG reports for both Chiltern and South Bucks District Councils.

Taking each report in turn:-

**a) Chiltern DC**

The key outcomes were:-

There has been *an increase* of emissions throughout the reporting year by 100 tonnes CO<sub>2</sub>e (3.5%). This reduces the ongoing reduction against baseline (2008/9) to 18.5%.

The increases have resulted from:-

- Scope 1 emissions – The parking officer's vehicle use (petrol/diesel) have increased mileage producing an additional 3.93 tonnes CO<sub>2</sub>e. This is due to two key factors, relinquishing the electric vehicle and shared service implementation (now operating South Bucks parking from King George V Road)
- Scope 2 emissions - electricity use has gone up at King George V House which is due to increased tenure throughout the building; together with increasing staff numbers and use of IT equipment in the Chiltern District Council office areas

- Scope 3 emissions - increased gas use at Chiltern Pools, Amersham. Also, CDC/WDC refuse vehicles now have to transport the residual waste to the waste transfer station at High Heavens, Booker, rather than to the landfill site at Gerrards Cross. This does represent additional mileage for those vehicles and an additional vehicle also had to be introduced - this commenced at the beginning of December 2015.

In spite of the overall rise in emissions, they have dropped in the following areas:-

- Scope 2 - electricity use at the Leisure Centres has gone down which has mitigated the overall electricity use. There has also been a reduction in energy use at the multi-storey car parks and public conveniences
- Significant Scope 3 – The new itrent system payroll system does not differentiate the fuel type and therefore as diesel vehicles are low in number, petrol has been used as the default factor for staff travel.
- The Council generates electricity at the Council Offices, Chesham Leisure Centre and Amersham Multi-Storey Car Park. 92,862 kWh of electricity has been generated by solar panels at these sites during 2015/16. This equates to a reduction in emissions of 34,135 kg of CO<sub>2</sub>e or 3.4 Tonnes of CO<sub>2</sub>e

### **Targets**

The Council set two targets for carbon reduction over the next three years. As follows:-

- 4% reduction over the next three years with a view to being carbon neutral by 2050

Whilst there has been an increase in emissions against last year, reductions previous to this were above target and ahead of schedule. These earlier savings therefore should not be forgotten when reporting against the indicator. The ongoing reductions being achieved have therefore reduced to 18.5% savings against base year. The challenge of absorbing services and a potential for a slight increase in emissions for Chiltern was raised in last year's GHG Report and report to members.

### **b) South Bucks**

The key outcomes were:-

- There has been an *overall decrease* of emissions throughout the reporting year. The Council has lowered its service delivery emissions by 27.50% (187.29 tonnes) CO<sub>2</sub> over the 2008/09 baseline. This represents over one quarter of the total service emissions saved since 2008/09.

Reductions are mainly due to the following factors:-

- The Beacon Centre has reducing its emissions by 10%. This has been achieved through the implementation of a Building Management System which allows the service provider tight control over its energy use. Implementing a better Building Management System would be a recommendation for South Bucks District Council in partnership with Chiltern District Council in securing future energy reductions.

- Under the Council's one year 'Invest to Save' project the following energy efficiencies have been implemented which have also contributed to energy reductions across the Councils estate:-

Description	£Saving p.a.	£Investment	Payback Ys
Loft Insulation SPMG	265	670	2.5
LED Lighting Museum (SPMG)	76	78	1.0

- 13,552 Kwh of electricity has been generated during the reporting period from our photovoltaic cells, and this includes energy generated at the installation at The South Buckinghamshire. In total, 5,218 Kwh of this generated electricity has been calculated as exported to the grid.
- A move of many services from Capswood to King George V House, resulting in significant reductions in occupancy at Capswood.

#### 4. Internal Consultation

Estates, Environmental Health Manager & Head of Healthy Communities.

#### 5 Corporate Implications

Reports must include specific comments addressing the following implications;

- Financial** – there are no financial implications as the reports are written annually in arrears
- Legal** – there are no legal implications, other than meeting the deadline of 31<sup>st</sup> July for reports to be posted on each respective website and DECC notified.
- Environmental Issues, Procurement, Sustainability** – the reports help both Councils identify where improvements can be made over reducing resource use namely the use of fossil fuels, thereby continuously contributing positively to the environment, sustainability and procurement through continuously reducing costs.

#### 6 Links to Council Policy Objectives

The report contributes to Council Policy Objectives as follows:-

- Promote energy efficiency in the Council's operations; 2014 – 2019 goals and priorities of each Council
- Sustainable environments where people take pride in their community and embrace low carbon living; Chiltern and South Bucks District Councils Joint Business Plan 2015 – 2020

#### 7 Next Step

Each of the GHG reports have now been posted up on the respective websites and DECC notified.

**This page is intentionally left blank**

# South Bucks District Council

## Emissions Report 2015/16

### 1. Introduction

Throughout 2015/16 South Bucks District Council continued to be energy efficient and reduce its controlled carbon emissions against a base year of 2008. This report contributes to the goals and priorities of the Council 2014 – 2019 through delivering and 'Promoting energy efficiency in the Council's operations'.

### 2. Energy Efficiency

The Council has improved energy efficiency across its own operations through:-

- Physical and technological changes to its buildings
- The deployment of renewable energy technologies
- Taking opportunities for incremental behaviour change

In the light of the now established Carbon Emissions Reporting, increasing energy prices, the need for energy security and resilience together with funding reductions across the public sector, it is pertinent that the Council considers its energy use in detail across the whole of its estate, to ensure that:-

- The Council continues to make cost savings
- Continued energy reduction takes place
- Energy efficiency becomes 'business as usual'

### 3. Energy – Key Risks and Opportunities

The key risks and opportunities that have been identified are as follows:-

Key Risks	Opportunities / Ways to address Risk
Ability to contribute to the legal requirement of reducing the UK's carbon emissions by 80% by 2050 over 1990 levels	Reduce energy use/reliance on fossil fuels, deploy energy efficiencies, and employ alternative technologies to fossil fuel use, such as renewable energies or low carbon alternatives
Ability to meet Article 4 of the European Renewable Energy Directive (2009/28/EC), which sets a target for the UK to meet 15% of total energy	Delivering services differently to reduce energy use. Become more 'joined up' in approaches to reduce duplication and increase service streamlining, especially with other public bodies and / or private / third sector

<p>consumption from renewable sources by 2020 (compared to a current level of 3%)</p> <p>Energy security (domestic and international), and the overall rising cost and pricing volatility of energy prices. Being locked into high carbon technology, through no change to the use of energy across the organisation, or how energy is deployed.</p>	<p>organisations</p> <p>Reducing the Council's reliance on fossil fuels and exposure to energy price volatility</p> <p>Seeking opportunities to capitalise on grants/loans for initial funding, e.g. capitalising on and meeting any national initiatives such as the Feed in Tariff, the Renewable Heat Incentive, followed by 'invest to save' opportunities e.g. Salix Finance</p> <p>Ensuring that the organisations building fabric is energy efficient – cutting down on the need to use energy.</p> <p>Seek alternative renewable fuel sources</p>
<p>Guaranteed increasing costs of energy, especially if energy efficiency is not considered a priority. Even though energy prices have reduced during 2015/16, the cost trend overall will be upwards.</p>	<p>Ensure that energy, efficiency, energy saving /carbon management become higher priorities within the Council, and become established as part of the Councils 'business as usual' across all service policy and delivery</p> <p>Move the arguments from 'costs' to 'benefits', and from carbon saving, to:-</p> <ul style="list-style-type: none"> <li>• Energy reduction</li> <li>• Resource efficiency</li> <li>• Service synergy</li> <li>• Real cost reductions accruable to the Council</li> </ul>
<p>Costly to meet changes in order to reduce energy use and make savings.</p>	<p>There are proven cost efficiencies to the local authority as a result of managing energy resources well. Build cost benefit analyses into each business case, and target actions to maximise benefits and savings for the Council</p> <p>Longer-term budget planning for energy reductions e.g. consider energy returns over the <b>medium-term</b> (5 years) rather than on a short term basis, as some financial payback times can be considered relatively lengthy; consider using the Salix Finance loan facility, as well as grants to deliver cost reductions / change</p> <p>Prepare a robust business case for energy changes across the authority that will help reduce energy, costs and emissions</p> <p>Consider energy saving/efficiency opportunities</p>



	through the 'invest to save' approach
Reputational risk if the authority does not act well on energy reduction, climate change or carbon management.	Manage energy efficiently, reducing Council spend on unnecessary energy use
	Raise awareness to Council staff, Members, its contractors, local communities and businesses on the need to become more energy efficient
	Provide local leadership for local communities and businesses in getting to grips with energy efficiency, through for example, the promotion of cost savings
	Encourage, support and facilitate community scale heat / electricity generation
	Use the opportunity to create local economic development opportunities through the encouragement and growth in local green businesses
	Utilise any other forms of grants and funding that will facilitate local energy use change.
Service Resilience - Climate Risks identified to 2080 for South Bucks.	Address service resilience through Risk Management/Emergency Planning, planning for climate adaptations. Engage all services in the process to identify and mitigate likely risks and challenges posed by likely climate change effects
	Identify where activities of the Council need to change to meet likely climate challenges, to enable them to become resilient to future risk(s)
	Deliver services differently, e.g. joined up approaches, especially with other public bodies and / or private / third sector organisations
	Raise awareness to the public through the Councils website

#### 4. Emissions Data

It is a requirement by the Department of Energy and Climate Change (DECC) and the Department for Environment, Food and Rural Affairs (DEFRA) that local authorities publish an annual report by 31<sup>st</sup> July which details emissions from the Council's operations. This is in accordance with guidance

from DEFRA's Environmental Reporting Guidance (2013) <sup>1</sup> with updated figures from the Greenhouse Gas Conversion Factor Repository (Department of Environment and Rural Affairs/Ricardo AEA, Carbon Smart)<sup>2</sup>.

## 5. Organisational Boundary

Scopes 1 and 2 relate to operations over which the reporting entity, South Bucks District Council, has Financial Control. This is classed as an 'operational boundary' as defined and recommended within the (DEFRA 2013) guidance.

## 6. Operational Scopes

The DEFRA 2013 guidance sets out what is within Operational Scope as follows:-

### Scope 1 - Emissions from activities owned or controlled by the Council that release emissions into the atmosphere

**Combustible fuels** - used in stationary technologies such as boilers, furnaces or turbines, engines, heaters or incinerators etc.. In the Council's case, this is natural gas used in both Capswood buildings, Farnham Park, The South Buckinghamshire and the Academy, Farnham Park Sports Field, Stoke Poges Memorial Gardens, the Beacon Centre and Council owned properties where the Council is responsible for the boiler;

**Mobile Combustible Fuels** - such as owned transport. For South Bucks this would be mainly grounds maintenance vehicles and the Waste Service light commercial vans;

**Process Emissions** - not applicable for the Council;

**Fugitive emissions** - such as leaks from refrigeration and air conditioning units that are maintained by the Council.

### Scope 2 - Consumption of Purchased Electricity (Heat, Steam or Cooling) released into the atmosphere

Council emissions comprise electricity consumed by Capswood, Farnham Park, The South Buckinghamshire and Academy, Farnham Park Sports Field, Stoke Poges Memorial Gardens and Council owned Cemeteries.

### Scope 3 - Emissions that are a consequence of Council activity but which occur at sources which the Council neither owns nor controls and which are not classed as Scope 2 emissions

---

<sup>1</sup> [https://www.gov.uk/government/uploads/system/uploads/attachment\\_data/file/206392/pb13944-env-reporting-guidance.pdf](https://www.gov.uk/government/uploads/system/uploads/attachment_data/file/206392/pb13944-env-reporting-guidance.pdf)

<sup>2</sup><http://www.ukconversionfactorscarbonsmart.co.uk/LandingPage.aspx>

This might include transport for staff and Members coming to work and on business where they are using their own vehicles; supply chain emissions; procurement related emissions, outsourced activities, or consequential emissions from Scopes 1 and 2.

Other Scope 3 emissions have been not included in this report as it is too costly to gather accurate information from all related outsourced activities, commuting and business travel. Additionally, the Council's influence over outsourced activities is currently limited in relation to carbon emissions, and the data requires a high degree of estimation.

For the purposes of this report, therefore, the Council has included emissions under Scopes 1 and 2 above, together with related indirect emissions from these activities which fall under Scope 3.

## **7. Greenhouse Gas Emissions**

The following table sets out the Councils Greenhouse Gas emissions data for 2015/16.

	State specific exclusions and % this represents for relevant scope	GHG emissions 2008 in tonnes CO2e	GHG emissions 2014 in tonnes of CO2e	GHG emissions 2015 in tonnes of CO2e
<b>Scope 1 -All "Financial Control" scope 1 activities are included.</b>				
Burning oil	100%	5.09	5.08	5.06
Gas consumed	100%	190.80	144.41	129.25
Owned transport	100%	31.35	41.70	35.34
Process emissions	100%	0.00	0.00	0.00
Fugitive emissions	100%	41.69	28.99	47.90
Electricity generation from Photovoltaic Cells	Calculated at zero emissions.	0.00	0.00	0.00
<b>Total scope 1</b>		<b>268.94</b>	<b>220.17</b>	<b>217.54</b>
<b>Scope 2 - All "Financial Control" scope 2 activities are included.</b>				
Electricity purchased	100%	377.48	301.81	266.19
<b>Total scope 2</b>		<b>377.48</b>	<b>301.81</b>	<b>266.19</b>
<b>Significant Scope 3 - All "optional" activities and those not directly under the Council's financial control have been excluded.</b>				
Well to Tank (scope 1 & 2)	From gas, electricity, fuels.	84.45	79.65	69.26
Indirect CO2e from Scopes 1 & 2	Transmission & Distribution of Electricity	29.35	26.39	21.98
<b>Total significant scope 3</b>		<b>113.80</b>	<b>106.05</b>	<b>91.24</b>
Outside of Scopes	Transmission & distribution costs of petrol and diesel	0.81	1.04	1.17
<b>Total annual gross emissions</b>		<b>761.02</b>	<b>629.07</b>	<b>576.14</b>
Carbon Offsets		0.00	0.00	0.00
Renewable electricity exported to grid	Proportion exported to grid up to the amount purchased	0.00	2.66	2.41
<b>Total annual net emissions</b>		<b>761.02</b>	<b>626.41</b>	<b>573.73</b>

## 8. Electricity Generation

13,552 Kwh of electricity has been generated during the reporting period from our photovoltaic cells, and this includes energy generated at the installation at The South Buckinghamshire. In total, 5,218 Kwh of this generated electricity has been calculated as exported to the grid<sup>3</sup>.

<sup>3</sup> N.B. There is a reporting anomaly in the 2014/15 GHG report. Last year the report advised that an additional 4132.9 kW/h was generated from the PV cells on the roof of The South Buckinghamshire. This was incorrect. A total of 14,000 Kw/h had been generated which *included* the 4132.9 kW/h generated at the South Buckinghamshire.

## 9. Emissions Calculations Changes

There has been no 'official' notice of major changes to national emissions data used for the GHG calculations. There have been notable shifts however on certain factors which will have had a likely positive influence on the outcomes of the 2015/16 GHG report. The changes to the emissions factors on the 2014/15 figures are listed below. The:-

- fugitive emission factor has increased by 15%
- purchased electricity factor has reduced by 6%
- well to tank factor has reduced by 9%
- indirect CO<sub>2</sub>e from Scopes 1 & 2 has reduced by 12%<sup>4</sup>

The Council's 2015/16 emissions calculations, have been developed using figures from the 2013 – 14 Greenhouse Gas Conversion Factor Repository (Department of Environment and Rural, Affairs/Ricardo AEA, Carbon Smart), including notable changes.<sup>5</sup>

## 10. Company Information

The information above relates to South Bucks District Council, based at: Capswood, Oxford Road, Denham, Bucks, UB9 4LH.

## 11. Reporting Period

Reporting period is 1<sup>st</sup> April 2015 through to 31<sup>st</sup> March 2016, inclusive.

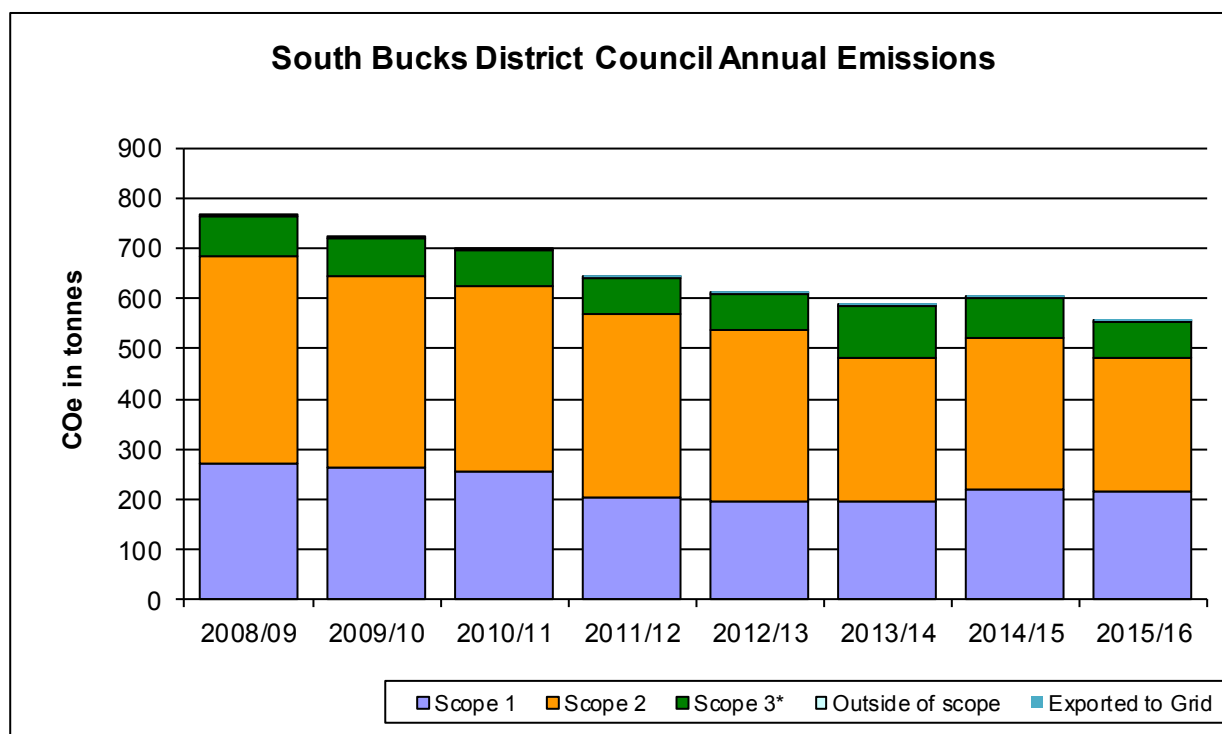
## 12. Change in Emissions

There has been an *overall decrease* of emissions throughout the reporting year. The Council has lowered its service delivery emissions by 27.50% (187.29 tonnes) CO<sub>2</sub> over the 2008/09 baseline. This represents over one quarter of the total service emissions saved since 2008/09. It also represents increasing energy cost savings to the Council.

---

<sup>4</sup> Where negative movements are positive

<sup>5</sup><http://www.ukconversionfactorscarbonsmart.co.uk/LandingPage.aspx>



Reductions are mainly due to the following factors:-

1. The Beacon Centre has reducing its emissions by 10%.

This has been achieved through the implementation of a Building Management System which allows the service provider tight control over its energy use. Implementing a better Building Management System would be a recommendation for South Bucks District Council in partnership with Chiltern District Council in securing future energy reductions.

2. Under the Council's one year 'Invest to Save' project the following energy efficiencies have been implemented which have also contributed to energy reductions across the Councils estate:-

Description	£Saving p.a.	£Investment	Payback Ys
Loft Insulation SPMG	265	670	2.5
LED Lighting Museum (SPMG)	76	78	1.0

### 13. Base Year

The base year was 2008/09. This was the earliest year accurate energy use data was available. All figures subsequent annual figures have been recalculated this year due to the 2013 guidelines, subject to changes the relevant emissions factors. Due to the change in emissions factors, there was also no need to undertake a 10% 'significance' check.

### **17. Energy Reduction Targets**

The Council has set a rolling target for carbon reduction at 5% year on year. During 2015/16 this target has been exceeded.

### **18. Intensity Measurement**

The Council has chosen the absolute reduction target which best reflects the business model for the Council.

### **19. Responsible Persons**

Bob Smith, Acting Chief Executive and Jo Faul Corporate Sustainability Officer are the responsible persons for achieving carbon reductions targets.

J Faul  
June 2016

**This page is intentionally left blank**



<b>SUBJECT:</b>	<i>Garden Waste Collection Charges 2017-18</i>
<b>REPORT OF:</b>	<i>Anita Cacchiloi – Interim Director of Services</i>
<b>RESPONSIBLE OFFICER</b>	<i>Chris Marchant – Head of Environment</i>
<b>REPORT AUTHOR</b>	<i>Sally Gordon, 01494 586868, SGordon@chiltern.gov.uk</i>
<b>WARD/S AFFECTED</b>	<i>All</i>

## 1. Purpose of Report

1.1 To seek Members views as to the proposed charges for the garden waste collection service charge for the coming financial year.

### RECOMMENDATION

Should agreement be reached, members to recommend to Cabinet that the garden waste collection service charges for 2017/18 are adopted.

## 2. Background

2.1 The garden waste collection service, via a 240 litre green lidded wheeled bin, was first introduced in 2014/15 with a charge of £45 per annum with an early bird discount charge of £35, if residents subscribed during February.

2.2 Table 1 sets out the uptake for 2015/16 and 2016/17; the early bird charge was increased to £36 and the non-discounted rate was increased to £46.

**Table 1:**

Year	Total no green bins	Early bird subscribers	Early bird price	% up-take	Early bird income	Full price subscribers	% up-take	Full price	Full price income	Total income
2015/2016	7637	5907	£35	77%	£206,745	1730	23%	£45	£77,850	£284,595
2016/2017	8415	6548	£36	78%	£235,728	1867	23%	£46	£85,882	£321,610

2.3 Included within these figures are a total of 636 residents who have subscribed for a second bin at the early bird rate and 408 residents who subscribed to a second bin at the full price. The budget for income in the current year is £294,000.

- 2.4 What-ever time during the year that a resident joins the scheme, their subscription ends on 31<sup>st</sup> March, the following year. For instance, if a resident subscribed in November, they would pay the full price and their subscription would end 4 months later. Second green waste bins are charged at the same rate.
- 2.5 This report links to another item (Proposed waste fees and charges) which presents changes on fees and charges, and more specifically, the potential change in charging criteria and charging levels for the provision of bins to new developments. It also proposes a change to the subscription charge for the chargeable garden waste service, which is outlined in more detail below.

### 3. Discussion

- 3.1 Officers have looked into options for streamlining the subscription process, at opportunities to make the charge more comparable with other districts and to increase the convenience for residents. With currently, 78% of subscribers opting into the scheme at the early bird rate of £36, if the discounted price was removed, it is possible that this would impact on the level of subscription. It is also likely that some garden waste would end up back in the residual waste bins.
- 3.2 Likewise, Members should be aware that although this scheme is very important in terms of the Council meeting and maintaining the current recycling / composting level of over 50%, there is limited surplus capacity in the current collection vehicles. If the participation increased significantly, extra vehicles would have to be purchased and collection crews employed. Officers are currently looking at the additional possible participation rates for this service, should we decide to heavily promote it and the cost/benefit analysis relating to how many additional subscriptions would be required to make the use of an additional vehicle and crews a viable and attractive option. Members will be updated when this piece of work has been completed.
- 3.3 A number of surrounding Councils offer this service to their residents and their current charges are as follows:
- Chiltern have a set charge of £35 pa (next year £38 being considered)
  - Harrow £75 pa reduced each month if residents join the scheme part way through the year
  - Hounslow £50 pa with reduced fee for 6 months only
  - Three Rivers £35 pa with reduced fee for reduced period
  - Aylesbury £40 pa
  - South Oxford £37 pa
  - Windsor & Maidenhead £35 pa
- 3.4 The average charge of these Councils for a full year is £43.85 (£38.60 if discounted, highest charge of £75).

- 3.4 The current collection charge for CDC is a flat charge of £35. This is a rolling year subscription, which means that whenever a resident subscribes, they will have a 12 month subscription from that point in time. With the new joint waste team in place it would be slightly easier to have the same charge at SBDC but of course it is for Members to decide the right level of charge for SBDC.
- 3.5 Within CDC, garden waste bins are not removed from any property that decide not to subscribe which saves time and resources involved in the retrieval of those bins. It also provides some encouragement to those residents to reconsider renewing their subscription to the service.
- 3.6 The CDC fees and charges for 2017/18 are recommending increasing the flat rate from £35 to £38, for the rolling year subscription.
- 3.7 Should Members decide to adopt the rolling subscription programme at the fixed rate of £38 for the year, based on the current figures, this would equate to £319,770, but if residents are provided with the ability to subscribe at any time of the year at the same charge, this would make the scheme more attractive as they could chose the timing of their subscription. For instance:
- 1% increase (84 bins) would generate an additional £3,192
  - 2% increase (168 bins) would generate an additional £6,384
  - 3% increase (252 bins) would generate an additional £9,576
- 3.8 In terms of the administration of the service, the structure of the new shared waste team is geared up to provide the resilience to manage the steady flow of subscriptions throughout the year, and this was part of the business case for the current structure. This is preferable to the intense early bird period when additional agency staff need to be recruited in order to cope with demand. Similarly, the waste team is discussing with Customer Services the resource requirements for the renewal process required in February 2017. Future resourcing efficiencies will be looked at.

#### **4. Reasons for Recommendation**

- 4.1 Agreement of the recommendation to introduce a flat rate charge of £38 for a 12 month subscription supports the proposed fees and charges for 2017/18.
- 4.2 Adoption of a rolling programme would reduce the resource implications for the waste team.
- 4.3 Adopting the rolling programme of subscriptions at a flat rate of £38 would align more closely with the partner authority.

**5. Links to Council Policy Objectives**

5.1 This matter is related to the following local and national policy objectives:

- The Council’s medium-term aim of helping to provide a clean and decent district where there is pride in, and ownership of, our surroundings and public spaces.
- The current Bucks Waste Partnership target of recycling / composting 60% of household waste collected

**6. Next Step**

*Should agreement be reached, members to recommend to Cabinet that the garden waste collection service charges for 2017/18 are adopted.*

<b>Background Papers:</b>	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 )
---------------------------	--