



Environment Policy Advisory Group

Tuesday, 20 November 2018 at 6.00 pm

Room 6 - Capswood, Oxford Road, Denham

A G E N D A

This Policy Advisory Group meeting is not open to the public

Item

1. Evacuation Procedure

2. Apologies for Absence

3. Minutes

To approve the notes of the Environment PAG held on 7 June 2018.

4. Declarations of Interest

5. Reports from Members

6. Current Issues

7. Portfolio Budgets 2019/20 (*Pages 5 - 12*)

Appendix - Budget Report (Pages 13 - 32)

8. SBDC Parking (*To Follow*)

To review charges.

9. Electric Vehicle Charging

(Report to follow.)

10. Review of remaining recycling centres *(Pages 33 - 38)*

To consider the future provision of recycling centres (bring sites), which the authorities provide.

11. Charging for refuse and recycling containers in the South Bucks District *(Pages 39 - 42)*

12. Exempt Information

To resolve that under Section 100(A)(4) of the Local Government Act 1972 the following item(s) of business is not for publication to the press or public on the grounds that it involves the likely disclosure of exempt information as defined in Part 1 of Schedule 12A to the Act.

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: Environment Policy Advisory Group

Councillors: L Sullivan (Chairman)
M Bradford
L Hazell
G Hollis
J Lowen-Cooper
B Harding

Date of next meeting – Tuesday, 5 March 2019

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SUBJECT:	Portfolio Budgets 2019/20
REPORT OF:	Councillor Luisa Sullivan – Environment Portfolio Holder
RESPONSIBLE OFFICER	Jim Burness – Director of Resources
REPORT AUTHOR	Jacqueline Ing – Accountancy Manager 01494 732292 jing@chiltern.gov.uk Chris Marchant – Head of Environment
WARD/S AFFECTED	All

1. Purpose of Report

- 1.1. To provide Members with information on the draft revenue budget for 2019/20, including the context of the overall financial position facing the Council for the coming year.
- 1.2. This report provides summary information on the budgets and highlights issues for consideration. The accompanying booklet presents the detailed information to assist Members in their decision making.

RECOMMENDATION:

Members are requested to advise the Portfolio Holder on the approval of the following items for onward submission to Cabinet:

- the 2019/20 revenue budget
- the 2019/20 fees and charges.

2. Context to the 2019/20 Budget

- 2.1. At the start of the process to set the 2019/20 budget and council tax it is helpful to be aware of the context within which we will be taking decisions over the coming months.
- 2.2. The most significant recent development is the announcement of the decision to create a unitary authority in Buckinghamshire from 2020/21. This does not affect the requirement on the Council to set a legal and prudent budget for 2019/20 that addresses the Council's aims and objectives. It will be necessary at a corporate level to make provision for the initial transition costs to the new unitary authority that will be incurred in 2019/20. This will be done when setting the final budget in February 2019 when there is more clarity around the transition process.
- 2.3. The Council's objectives that it continues to pursue are set out in the Council's Medium Term Financial Strategy. The key principles of the Strategy are.
 - The matching of expenditure and income in the medium term.
 - Optimising the use of Council assets to deliver or help finance Council priorities.

- Aligning new expenditure to key Council priorities and to continue to provide value for money.
 - Having in place sound financial processes to control and monitor expenditure.
 - Awareness of the financial risks facing the Authority and using this to inform the Authority's level of financial reserves.
- 2.4. The Medium Term Financial Strategy identifies a potential funding gap. There are known issues such as homelessness and potential changes to the New Homes Bonus grant that will increase this figure unless further cost reduction/income generation measures are taken.
- 2.5. In responding to the position the Council recognised that there is no one single solution to deal with these service and financial issues. The Council is currently tackling the issue by embarking on a number of key projects or programmes, principally:
- Increasing the supply of temporary accommodation available to the Council in order to contain and then reduce homelessness costs.
 - Developing new income streams by acquiring and managing residential properties, and appropriate commercial property investments, via a company (Consilio) wholly owned by the Council. It is envisaged that the company will take over and manage the residential properties developed on the Gerrards Cross former Police Station site.
 - Reduce its operational costs by transforming service delivery with Chiltern DC through the Customer Experience Strategy which is aiming to improve customer service and increase efficiency, and through improvements to the Planning Service.
- 2.6. If these projects and programmes are progressed as planned then the Council should be able to continue to balance its finances and avoid significant frontline service reductions in the coming year, and contribute to a stable financial starting point for the new unitary authority in 2020/21.
- 2.7. The draft budgets do not include any proposals to expand services that would increase the Council's cost base.

3. Budget Assumptions

- 3.1. The budgets have been prepared in accordance with the following inflation assumptions:
- Salaries inflation of 2%
 - Contracts inflation 2.8% (unless different rate specified within contract)
 - Business rates 2.8%
 - Gas 0%, Electricity 6.5% and Water 2.8%
 - Insurance 0%
 - Other 0%

4. Summary Revenue Budgets

- 4.1. The draft budgets presented to Members at this stage represent the net direct running costs of services. They do not contain the apportionment of support services such as accommodation, IT, finance etc. These will be included in the final approved budgets, once

the budgets for these support services have been set. The budgets reflected in this report are therefore the direct costs under the Portfolio Holder's control.

- 4.2. The budgets have been reviewed by the appropriate service manager for any material volume changes or changes related to maintaining current service standards.
- 4.3. The net budget figures for the Portfolio are shown below. A more detailed breakdown by service is shown within the booklet.

Actuals 2017/18 £'000	Budget 2018/19 £'000	Draft Budget 2019/20 £'000
1,566	1,710	1,831

- 4.4. The increase from the current year's approved budget to the 2019/20 draft budget is £122k (7.1%). The main changes are detailed below:

	£'000	Comment
2018/19 Budget	1,710	
Change in Salaries		
- Salary inflation	1	
- Change in staffing at SMPG	1	
Inflation		
- Waste Contract	135	Largely from waste contract that is linked to RPI and fuel indices
- On other expenditure	11	e.g. NNDR, electricity, grounds maintenance etc
- On Income	-9	Waste Contract income
Unavoidable increases		
- Waste Contract	61	Waste retender costs
- Car Park Business Rates	37	Reduction in transition relief received after rates revaluation
Transfers		
- Insurance	-9	Insurance costs moved to central pot
- Transfer to Customer Services	-5	Transfer from Waste
Savings / Income Increases		
- Waste contract	-29	Increased income from hire of refuse containers
- Stoke Poges Memorial Garden	-58	Saving from new Grounds Maintenance contract & increased sales
- Cemeteries	-20	Increase in sales of plots

	£'000	Comment
Other Changes		
- Other minor changes	5	
2019/20 Draft Budget	1,831	

4.5. Further details of the budgets for each area are shown within the booklet.

5. Commentary on Budgets

Main Elements of the Budget

5.1. The main elements of this budget are as follows.

- The refuse, recycling and street cleansing contract with Biffa Municipal Ltd is the Council's largest single contract. It changes annually in line with the indices chosen by the Council at the tendering stage.
- This budget also includes the management of three cemeteries and Stoke Poges Memorial Gardens.
- Income and expenditure relating to the pay and display car parks. Note that the budget has not provided for any increase in pay and display fees. A further report will be presented to Councillors at a future meeting.

Budget Priorities

5.2. The budget reflects the following Council priorities.

- Provide great value services
- Conserve the environment
- Promote sustainability.

Risks

5.3. When considering the proposed budgets for the coming financial year it is important to be aware of the risks within the budgets. For this Portfolio the main risk areas are:

- Changing levels of recycling volumes of paper, glass and cans.
- The cost of the refuse, recycling and ancillary services contract.
- Achievement of income targets.

5.4. The actions taken to mitigate or monitor these risks are as follows.

- The contract costs are agreed in September/October for the following year in line with indices agreed at the tendering stage. Therefore the risk of a sudden increase is unlikely.

Risks such as inclement weather are covered by internal procedures to reduce the likelihood of services being affected.

- 5.5. An overall review of the main risk issues for the 2019/20 budget will be undertaken once Cabinet has agreed a proposed budget. This review and proposed actions to mitigate the risks will be part of the final report to the Cabinet on the budget in February.

Task & Finish Group

- 5.6. In response to the budget gaps highlighted by the MTFs, the Overview and Scrutiny Committee formed a Task and Finish group in order to identify actions that needed to be taken.
- 5.7. The following recommendations were made which have been considered when forming these budgets for 2019/20:

<u>Recommendation</u>	<u>Action Taken</u>	<u>Risks to Implementation</u>
All non-statutory fees and charges should be reviewed annually, to ensure that they fully cover the Council's costs, and are in line with the average charge or higher from neighbouring authorities.	Fees & charges have been reviewed.	
Review opportunities to bring in revenue from advertising across all Council assets http://communitypartners.co.uk/	A number of advertising companies have been contacted to assess the level of interest and determine potential income. Three of those contacted said they may be interested subject to the advertising being able to be placed by busy roads, ideally where vehicles queue or facing traffic lights. The general theme is there is little interest for advertising within the car parks.	
Review the green waste fee.	Proposal to increase to £40	Work has been undertaken to look at the risk of increasing the garden waste charge resulting in a reduction in the number of subscriptions. Evidence has

<u>Recommendation</u>	<u>Action Taken</u>	<u>Risks to Implementation</u>
		shown that the proposed £1 increase should not result in a drop off and that there is still room for further increases before this should take place., with a charge higher than £45 possibly being the tipping point for this.
Consider having a single long term joint waste contract with all three District councils to obtain economies of scale.	In progress to procure new 3 way contract	There will be significant competition as a high number of waste contracts are due for tendering during this period but these risks are mitigated by having a single joint waste contract with the three districts as this will present a more attractive opportunity to the market place.
Actively explore scope to increase cemetery charges and burial capacity, including facilities for the non Christian communities and marketing these outside of the area and the use of Stoke Poges Memorial Gardens.	Budgets have been increased to reflect increased out of area fees. Included budgetary provision for non-Christian burials. Expansion is longer term plan once existing capacity is reached.	
Review the car park charging strategy, particular focusing on whether evening and Sunday charges would be appropriate.	See separate car park report	
Consider car parking expansion, where there is a clear service need and a business case for doing so, including additional car parking such as the one proposed for Gerrards Cross.	Business case for GX car park approved by Cabinet.	
Review underutilised car parks e.g Burnham as these assets could be more effectively used	Apr to Oct 2018 average usage figures:	

<u>Recommendation</u>	<u>Action Taken</u>	<u>Risks to Implementation</u>
for the Council’s objectives.	Summers Road 77% Jennery Lane 51% pikes at 77% In the monitoring period the usage has been above 50%, 52% of the time. Neville Court 62%	
Review the use of recycling facilities in car parks as this space could generate extra income.	Report going to PAG	Delay to decision making; aim to complete review before end of Quarter 4.

Opportunities and Plans for Improvement

5.8. Officers are in the process of reletting a new 3 way waste contract with CDC and WDC.

6. Fees and Charges

6.1. The Budget Booklet also contains the list of proposed fees and charges. All of the proposed fee increases have been built into the draft revenue budgets.

6.2. The Portfolio Holder is asked to consider the list of fees and charges and consider whether to approve these. Income in some service areas may be an important factor in reducing net expenditure.

7. Links to Council Policy Objectives

7.1 One of the primary purposes of the Council’s budget process is to ensure that, as far as possible, resources are aligned to the corporate priorities of the Council and that any material risks are assessed.

8. Next Step

8.1 The Cabinet will consider the outcome of the PAG discussions at its February meeting when it will formulate a final draft of the overall 2019/20 budget for the Authority.

Background	None
Papers:	

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REVENUE SUMMARY - SBDC ENVIRONMENT

2017/18 ACTUALS	Cost Code(s)	2018/19 BUDGET	2019/20 BUDGET	CHANGE	CHANGE
£		£	£	£'000	%
	<u>Shared Services</u>				
248,722	Waste Client 3440	276,160	272,726	(3)	-1.2%
121,756	Car Park Management CP01	153,506	167,593	14	9.2%
	<u>SBDC Only Costs</u>				
1,951,901	Waste Contract G520	2,028,400	2,186,410	158	7.8%
(974,486)	Car Parks G520	(940,245)	(916,219)	24	-2.6%
6,699	Chiltern AONB 4389	10,450	8,490	(2)	-18.8%
28,346	Open Spaces 3530 etc	27,610	25,080	(3)	-9.2%
(14,061)	Street Naming 3552	(8,900)	(12,890)	(4)	44.8%
(2,213)	Public Conveniences 345*	(100)	(1,040)	(1)	940.0%
22,233	Cemeteries 354*	(14,270)	(27,432)	(13)	92.2%
176,632	Stoke Poges Memorial Gardens 3493	177,270	128,740	(49)	-27.4%
1,565,528	Net Running Expenses	1,709,882	1,831,458	122	7.1%

SBDC ENVIRONMENT PORTFOLIO

2017/18 ACTUALS	CIPFA CLASSIFICATION	2018/19 BUDGET	2019/20 BUDGET
£		£	£
67,626	Direct Employee Expenses	65,180	67,340
7,244	Indirect Employee Expenses	500	500
219,641	Premises Related Expenses	244,375	321,842
2,773	Transport Related Costs	1,360	1,360
119,965	Supplies & Services	175,245	155,870
370,255	Recharge from CDC	423,006	500,918
3,067,441	Third Party Payments Transfer Payments	3,097,890	3,201,567
3,854,945	Running Expenses	4,007,556	4,249,397
(2,289,417)	Fees & Charges and Other Income Grant Income Cost Share - CDC Recharge to Crem Recharge to Trust Recharge to Capital	(2,297,675)	(2,417,940)
1,565,528	Net Running Expenses	1,709,882	1,831,458
754,844	Depreciation	528,950	506,514
386,336	Support Recharges In	380,267	
17,856	Office Recharge Support Recharges Out	52,312	
2,724,564	Net Expenditure	2,671,411	2,337,972

2017/18 ACTUALS	Joint Waste Client	2018/19 BUDGET	2019/20 BUDGET
£	Direct Employee Expenses Indirect Employee Expenses Premises Related Expenses Transport Related Costs	£	£
222	Supplies & Services	6,660	
248,499	Recharge from CDC Third Party Payments Transfer Payments	269,500	272,726
248,722	Running Expenses Fees & Charges and Other Income Grant Income Recharge to Crem Recharge to Trust Funded from Earmarked Reserves Recharge to Capital	276,160	272,726
248,722	Net Running Expenses	276,160	272,726
248,722	Cost Share - CDC Cost Share - SBDC	276,160	272,726

This cost centre contains the cost of running the joint waste section.

CDC is the accounting authority and thus the net recharge to SBDC is shown here.

2017/18 ACTUALS	Car Park Management	2018/19 BUDGET	2019/20 BUDGET
£	Direct Employee Expenses Indirect Employee Expenses Premises Related Expenses Transport Related Costs Supplies & Services	£	£
121,756	Recharge from CDC Third Party Payments Transfer Payments	153,506	167,593
121,756	Running Expenses Fees & Charges and Other Income Grant Income Recharge to Crem Recharge to Trust Funded from Earmarked Reserves Recharge to Capital	153,506	167,593
121,756	Net Running Expenses	153,506	167,593
121,756	Cost Share - CDC Cost Share - SBDC	153,506	167,593

This cost centre contains the cost of running the joint car park management team.

Cost Share: Respective cost share split between CDC and SBDC is 58%/42%

2017/18 ACTUALS	Waste Contract	2018/19 BUDGET	2019/20 BUDGET
£		£	£
	Direct Employee Expenses		
	Indirect Employee Expenses		
5,890	Premises Related Expenses	10,480	7,870
	Transport Related Costs		
29,038	Supplies & Services	63,950	58,450
	Recharge from CDC		60,600
2,799,859	Third Party Payments	2,847,160	2,990,180
	Transfer Payments		
2,834,787	Running Expenses	2,921,590	3,117,100
(882,886)	Fees & Charges and Other Income	(893,190)	(930,690)
	Grant Income		
	Recharge to Crem		
	Recharge to Trust		
	Funded from Earmarked Reserves		
	Recharge to Capital		
1,951,901	Net Running Expenses	2,028,400	2,186,410
1,951,901	Cost Share - CDC	2,028,400	2,186,410
	Cost Share - SBDC		

This cost centre contains costs relating to the waste contract.

Premises: This budget is mainly for repairs to recycling centres and recycling in flats.

Supplies & Services: This budget includes the purchase of minor items of equipment and other minor costs.

Third Party Payments: This is contract cost for the refuse service.

Income:	Bulky waste removal fees	(30,000)	(30,000)
	Hire of refuse containers	(47,820)	(62,820)
	Other refuse income	(20,160)	(47,660)
	Recycling credits	(344,000)	(334,000)
	Green Waste income	(350,000)	(363,000)
	Sale of paper	(100,000)	(92,000)
	Grazing land rear of Dropmore Road	(1,210)	(1,210)
		<u>(893,190)</u>	<u>(930,690)</u>

2017/18 ACTUALS	Car Parks	2018/19 BUDGET	2019/20 BUDGET
£		£	£
130,388	Direct Employee Expenses		
361	Indirect Employee Expenses		
49,173	Premises Related Expenses	154,205	222,412
	Transport Related Costs		
28,187	Supplies & Services	66,455	36,490
	Recharge from CDC		
	Third Party Payments	30,740	17,229
	Transfer Payments		
208,109	Running Expenses	251,400	276,131
(1,182,596)	Fees & Charges and Other Income	(1,191,645)	(1,192,350)
	Grant Income		
	Recharge to Crem		
	Recharge to Trust		
	Funded from Earmarked Reserves		
	Recharge to Capital		
(974,486)	Net Running Expenses	(940,245)	(916,219)
(974,486)	Cost Share - CDC	(940,245)	(916,219)
	Cost Share - SBDC		

This cost centre contains the cost of running the following car parks.

Altons	Penncroft
Bulstrode Way	Station Road
Jennery Lane	Summers Road
Neville Court	Broadway (Beaconsfield Road)
Packhorse Road	Warwick Road
Council Hall	Rogers Lane

Car Park Management is a joint service with CDC.

Premises: This budget is for NNDR, electricity, insurance and other premises costs.

Supplies & Services: This budget is for the maintenance of the car park equipment and other minor costs.

Third Party Payments: This budget is for grounds maintenance costs

Income: This is from car park tickets, season tickets, excess charges, advertising fees and rents.

2017/18 ACTUALS	Chiltern AONB	2018/19 BUDGET	2019/20 BUDGET
£		£	£
6,699	Direct Employee Expenses Indirect Employee Expenses Premises Related Expenses Transport Related Costs Supplies & Services Recharge from CDC Third Party Payments Transfer Payments	10,450	8,490
6,699	Running Expenses Fees & Charges and Other Income Grant Income Recharge to Crem Recharge to Trust Funded from Earmarked Reserves Recharge to Capital	10,450	8,490
6,699	Net Running Expenses	10,450	8,490
6,699	Cost Share - CDC Cost Share - SBDC	10,450	8,490

This cost centre contains the contribution to the Chiltern AONB

2017/18 ACTUALS	Open Spaces	2018/19 BUDGET	2019/20 BUDGET
£		£	£
	Direct Employee Expenses		
323	Indirect Employee Expenses		
9,376	Premises Related Expenses	11,000	20,000
	Transport Related Costs		
7,311	Supplies & Services	2,040	2,000
	Recharge from CDC		
18,392	Third Party Payments	18,070	6,580
	Transfer Payments		
35,403	Running Expenses	31,110	28,580
(7,057)	Fees & Charges and Other Income	(3,500)	(3,500)
	Grant Income		
	Recharge to Crem		
	Recharge to Trust		
	Funded from Earmarked Reserves		
	Recharge to Capital		
28,346	Net Running Expenses	27,610	25,080
28,346	Cost Share - CDC	27,610	25,080
	Cost Share - SBDC		

This cost centre contains the cost of maintaining the Council's open spaces, including
 Beaconsfield Common Land
 Littleworth Common
 The Gore
 Riverside Land, Taplow
 Trumpers Field

Premises: This budget is mainly for repairs & maintenance.

Supplies & Services: Includes £1,000 for Littleworth Common.

Third Party Payments: This budget is for grass cutting costs.

Income: This budget relates to minor income relating to the open spaces.

2017/18 ACTUALS	Street Naming	2018/19 BUDGET	2019/20 BUDGET
£		£	£
4,011	Direct Employee Expenses Indirect Employee Expenses Premises Related Expenses Transport Related Costs Supplies & Services Recharge from CDC Third Party Payments Transfer Payments	7,500	7,500
4,011	Running Expenses	7,500	7,500
(18,071)	Fees & Charges and Other Income Grant Income Recharge to Crem Recharge to Trust Funded from Earmarked Reserves Recharge to Capital	(16,400)	(20,390)
(14,061)	Net Running Expenses	(8,900)	(12,890)
(14,061)	Cost Share - CDC Cost Share - SBDC	(8,900)	(12,890)

This cost centre contains costs relating to the street naming service.

Supplies & Services: This budget is for the purchase of signs.

Income: This is income towards the costs of the new signs.

2017/18 ACTUALS	Public Conveniences	2018/19 BUDGET	2019/20 BUDGET
£		£	£
3,165	Direct Employee Expenses Indirect Employee Expenses Premises Related Expenses Transport Related Costs Supplies & Services Recharge from CDC	3,470	2,540
5,145	Third Party Payments Transfer Payments	6,830	7,020
8,309	Running Expenses	10,300	9,560
(10,523)	Fees & Charges and Other Income Grant Income Recharge to Crem Recharge to Trust Funded from Earmarked Reserves Recharge to Capital	(10,400)	(10,600)
(2,213)	Net Running Expenses	(100)	(1,040)
(2,213)	Cost Share - CDC Cost Share - SBDC	(100)	(1,040)

This cost centre contains the remaining cost of the public conveniences.

Premises: This budget is for repairs, cleaning and NNDR.

Income: This income is contributions from the Parishes towards the cost of keeping the public conveniences open.

2017/18 ACTUALS	Cemeteries	2018/19 BUDGET	2019/20 BUDGET
£		£	£
20,635	Direct Employee Expenses		
	Indirect Employee Expenses		
17,346	Premises Related Expenses	21,690	22,520
1,944	Transport Related Costs	940	210
1,659	Supplies & Services	830	1,870
	Recharge from CDC		
20,300	Third Party Payments	20,070	26,638
	Transfer Payments		
61,885	Running Expenses	43,530	51,238
(39,651)	Fees & Charges and Other Income	(57,800)	(78,670)
	Grant Income		
	Recharge to Crem		
	Recharge to Trust		
	Funded from Earmarked Reserves		
	Recharge to Capital		
22,233	Net Running Expenses	(14,270)	(27,432)
22,233	Cost Share - CDC	(14,270)	(27,432)
	Cost Share - SBDC		

This cost centre contains the cost of running and maintaining the Council's cemeteries and Closed Churchyards.

Premises: This budget is for general repairs, NNDR, electricity, water and other items of premises related expenditure.

Transport: This budget is for mileage claims and fuel costs.

Supplies & Services: This budget is for minor items of expenditure.

Third Party Payments: This budget is for the grass cutting costs.

Income: This is from the sale of plots, interment fees etc.

2017/18 ACTUALS	Stoke Poges Memorial Gardens	2018/19 BUDGET	2019/20 BUDGET
£		£	£
46,991	Direct Employee Expenses	65,180	67,340
6,921	Indirect Employee Expenses	500	500
53,476	Premises Related Expenses	43,530	46,500
468	Transport Related Costs	420	1,150
21,852	Supplies & Services	17,360	41,070
	Recharge from CDC		
195,558	Third Party Payments	175,020	153,920
	Transfer Payments		
325,265	Running Expenses	302,010	310,480
(148,634)	Fees & Charges and Other Income	(124,740)	(181,740)
	Grant Income		
	Recharge to Crem		
	Recharge to Trust		
	Funded from Earmarked Reserves		
	Recharge to Capital		
176,632	Net Running Expenses	177,270	128,740
176,632	Cost Share - CDC	177,270	128,740
	Cost Share - SBDC		

This cost centre contains the cost of maintaining the Stoke Poges Memorial Gardens.

Direct Emp Expenses: There are the following staff in this section:
 Head Gardener (p/t)
 Cemetery Superintendent (p/t)
 Admin Assistant (x2) (p/t)
 19/20 Budgeted FTE 2.2 (18/19 Budgeted FTE 2.2).

Premises: These budgets are for repairs, electricity, NNDR and water charges.

Transport: This budget is for mileage claims.

Supplies & Services: This is the budget for the purchase of memorials, equipment and other minor costs.

Third Party Payments: This is the budget for the maintenance & admin contract.

Income: This is the budget for the sale of plots, interments & other memorial fees.

Note: The Council holds £2.95m in the Stoke Poges Memorial Gardens Maintenance Fund. The income from which helps offset running cost of the Gardens. However, in line with accounting standards, this income is shown centrally as opposed to against this cost centre.

ENVIRONMENT PORTFOLIO
REVISED CHARGES FROM 1 APRIL 2019

VAT Codes:

Chiltern (D45)=inclusive standard rated (D40)=plus standard rated (D08)=zero rated (D04)=outside scope, (D03)=exempt

South Bucks (1a)=inclusive standard rated (1b)=plus standard rated (2)=zero rated (3)=outside scope, (4)=exempt

REFUSE COLLECTION	General ledger code		2018/19 £	2019/20 £
	Chiltern	South Bucks		
Wheeled Bin and Delivery - 140 Litre	W100/C925 (D04)	G520/S925 (3)	40.00	42.00
Wheeled Bin and Delivery - 180 Litre	W100/C925 (D04)	G520/S925 (3)	40.00	42.00
Wheeled Bin and Delivery - 240 Litre	W100/C925 (D04)	G520/S925 (3)	40.00	42.00
Wheeled Bin and Delivery - 360 Litre	W100/C925 (D04)	G520/S925 (3)	40.00	50.00
Wheeled Bin and Delivery - 660 Litre	W100/C925 (D04)		230.00	236.00
Wheeled Bin and Delivery - 1100 Litre	W100/C925 (D04)		255.00	262.00
Wheeled Bin - Cost to exchange sizes	W100/C925 (D04)	G520/S925 (3)	7.00	12.00
Recycling Box and Lid - Delivered	W100/C925 (D04)	G520/S925 (3)	6.50	6.75
Recycling box and Lid - Pick Up Only	W100/C925 (D04)	G520/S925 (3)	4.80	4.90
Recycling Lid	W100/C925 (D04)	G520/S925 (3)	1.50	1.60
Reusable Bag and Delivery	W100/C925 (D04)		5.50	5.75
Reusable Bag - Pick Up Only (CDC offices)	W100/C925 (D04)		4.50	4.75
Outdoor Food Caddy and Delivery	W100/C925 (D04)	G520/S925 (3)	5.50	5.75
Outdoor Food Caddy - Pick Up Only	W100/C925 (D04)	G520/S925 (3)	4.50	4.75
Indoor Small 5L Food Caddy (if stock available) -	W100/C925 (D04)	G520/S925 (3)	3.50	3.75
Sale of Litter Pickers	W100/C875 (D45)	G520/S875 (1a)	11.00	15.00
Bulky Waste Collection (3 items)	W100/C920 (D04)	G520/S920 (3)	37.00	39.00
Bulky Waste Collection (for those on means tested benefits)	W100/C920 (D04)	G520/S920 (3)	16.00	17.00
Special Empty of Contaminated Bins - 2 Wheeled (per 240 l bin)	W100/C956 (D04)	G520/S956 (3)	31.50	33.00
Special Empty of Contaminated Bins - 2 Wheeled (per 360 l bin)	W100/C956 (D04)	G520/S956 (3)	42.00	45.00
Special Empty of Contaminated Bins - 4 Wheeled (per bin)	W100/C956 (D04)	G520/S956 (3)	75.00	80.00
Green Waste Annual Charge - 1st Subscription	W100/C921 (D04)	G520/S921 (3)	39.00	40.00
Green Waste Annual Charge - 2nd Subscription	W100/C921 (D04)		70.00	70.00
SBDC Bulk Bins				
Wheellie Bin Hire per year - 240 Litre		G520/S922 (3)	32.00	34.00
Bulk Bins Bin Hire per year - 340 Litre		G520/S922 (3)	45.00	48.00
Bulk Bins Bin Hire per year - 660 Litre		G520/S922 (3)	85.00	90.00
Bulk Bins Bin Hire per year - 1100 Litre		G520/S922 (3)	138.00	145.00
Refuse Collection charge – Schedule 2 waste – 240 ltr per year		G520/S956 (3)	65.00	69.00
Refuse Collection charge – Schedule 2 waste – 340/360 ltr per year		G520/S956 (3)	82.00	86.00
Refuse Collection charge – Schedule 2 waste – 660 ltr per year		G520/S956 (3)	130.00	136.00
Refuse Collection charge – Schedule 2 waste – 1100 ltr - yearly charge		G520/S956 (3)	180.00	190.00
CDC/WDC Bulk Bins				
Schools and Other Schedule 2 - Bin Rental 140L-240L	W100/C926 (D04)		53.00	55.00
Schools and Other Schedule 2 - Bin Rental 360L	W100/C926 (D04)		67.50	69.50
Schools and Other Schedule 2 - Bin Rental 660L	W100/C926 (D04)		75.00	78.00
Schools and Other Schedule 2 - Bin Rental 1100L	W100/C926 (D04)		122.00	125.00
Schools and Other Schedule 2 - Lift 140L-240L	W100/C926 (D04)		3.70	3.80
Schools and Other Schedule 2 - Lift 360L	W100/C926 (D04)		4.20	4.30
Schools and Other Schedule 2 - Lift 660L	W100/C926 (D04)		4.80	5.00
Schools and Other Schedule 2 - Lift 1100L	W100/C926 (D04)		5.00	5.10
Abandoned Vehicle removal from private property	W100/C957 (D04)	G520/S957 (3)	80.00	85.00
Graffiti removal from private property per hour		G520/S956 (1a)	166.00	170.00

ENVIRONMENT PORTFOLIO
REVISED CHARGES FROM 1 APRIL 2019

Appendix

VAT Codes:

Chiltern (D45)=inclusive standard rated (D40)=plus standard rated (D08)=zero rated (D04)=outside scope, (D03)=exempt

MOORING FEES	General ledger code		2018/19	2019/20
	Chiltern	South Bucks	£	£

Per day N/A 3530/S930 (1a)

STREET NAMING	General ledger code		2018/19	2019/20
	Chiltern	South Bucks	£	£

Existing Properties

House name change C850/C956 (D40) 3552/S956 (1b) 92.00 94.00

Numbering / Naming of New Properties

1 property	C850/C956 (D04)	3552/S956 (3)	184.00	188.00
2 to 5 properties	C850/C956 (D04)	3552/S956 (3)	263.00	268.00
6 to 25 properties	C850/C956 (D04)	3552/S956 (3)	342.00	349.00
26 to 75 properties	C850/C956 (D04)	3552/S956 (3)	400.00	408.00
76 to 100 properties	C850/C956 (D04)	3552/S956 (3)	490.00	500.00
100+ properties	C850/C956 (D04)	3552/S956 (3)	TBC with developer	TBC with developer

Additional charge where this includes naming of a street C850/C956 (D04) 3552/S956 (3) 415.00 425.00

Rename of Street - where requested by residents (Apportioned across number of addresses)

Note rarely carried out.

1 to 5 properties	C850/C956 (D40)	3552/S956 (1b)	1,020.00	1,040.00
6 to 25 properties	C850/C956 (D40)	3552/S956 (1b)	1,305.00	1,331.00
26 to 75 properties	C850/C956 (D40)	3552/S956 (1b)	1,630.00	1,662.00
76 + Properties	C850/C956 (D40)	3552/S956 (1b)	2,245.00	2,290.00

Renumbering of Street - where requested by residents

Note rarely carried out.

1 to 5 properties	C850/C956 (D40)	3552/S956 (1b)	1,020.00	1,040.00
6 to 25 properties	C850/C956 (D40)	3552/S956 (1b)	1,305.00	1,331.00
26 to 75 properties	C850/C956 (D40)	3552/S956 (1b)	1,630.00	1,662.00
76 plus Properties	C850/C956 (D40)	3552/S956 (1b)	2,245.00	2,290.00

ENVIRONMENT PORTFOLIO
REVISED CHARGES FROM 1 APRIL 2019

Appendix

VAT Codes:

Chiltern (D45)=inclusive standard rated (D40)=plus standard rated (D08)=zero rated (D04)=outside scope, (D03)=exempt

CEMETERIES (Parkside, Holtspur and Shepards Lane)	General ledger code		2018/19	2019/20
	Chiltern	South Bucks	£	£
Earthen Grave				
All Plots (2 full burials)	#	3541-3543/S868 (3)	800.00	850.00
Childrens Plot		3541-3543/S868 (3)	280.00	150.00
Interment fee	#	3541-3543/S866 (3)	130.00	135.00
Cremated Remains				
Plot for 2 interments	#	Parkside & Holtspur only 3541-3543/S868 (3)	330.00	340.00
Plot for 4 interments	#	Parkside & Holtspur only 3541-3543/S868 (3)	570.00	600.00
Interment fee	#	3541-3543/S866 (3)	130.00	135.00
Grave Diqiqiq Fees (Cremated Remains)		3541-3543/S869 (3)	150.00	155.00
Interment of Ashes in grave		3541-3543/S866 (3)	260.00	300.00
Memorials				
Full size Kerb stones		Shepherds Lane & Holtspur only 3541-3543/S865 (1a)	110.00	110.00
Flat tablets and Wedqes		Flat tablet Parkside only 3541-3543/S865 (1a)	100.00	100.00
Small tablets and Wedqes 1ft sq or less		Flat tablet Parkside only 3541-3543/S865 (1a)	50.00	50.00
Headstones		3541-3543/S865 (1a)	160.00	160.00
Small Headstone & Kerb (Children's Sections only)		3541-3543/S865 (1a)	162.00	162.00
Full Memorial		3541-3543/S865 (1a)	265.00	270.00
Further inscriptions		3541-3543/S865 (1a)	72.00	75.00
Tree (Incl planting & aftercare)		3541-3543/S865 (1a)	Currently unavailable	700.00
Woodland Burials				
Plot (1 burial)	#	3541-3543/S868 (3)	850.00	850.00
Interment fee	#	3541-3543/S866 (3)	130.00	135.00
All cremated remains plot (2 Interments)	#	3541-3543/S868 (3)	330.00	340.00
All cremated remains plot (4 Interments)	#	3541-3543/S868 (3)	570.00	600.00
Grave Diqiqiq Fees (Cremated Remains)		3541-3543/S869 (3)	150.00	155.00
Scattering of Ashes under turf in woodland		3541-3543/S868 (3)	330.00	340.00
Other Charges				
Book of Remembrance (per line)		3541-3543/S865 (3)	20.00	25.00
1 further interment on existing plot	#	3541-3543/S866 (3)	260.00	300.00
Transfer fee		3541-3543/S868 (3)	70.00	75.00
Copy of Deed		3541-3543/S868 (3)	35.00	35.00
New licence		3541-3543/S868 (3)	35.00	75.00

Surcharge of £250 for non residents of the district

ENVIRONMENT PORTFOLIO
REVISED CHARGES FROM 1 APRIL 2019

Appendix

VAT Codes:

Chiltern (D45)=inclusive standard rated (D40)=plus standard rated (D08)=zero rated (D04)=outside scope, (D03)=exempt

MEMORIAL GARDENS	General ledger code		2018/19	2019/20
	Chiltern	South Bucks	£	£
Type of Garden (3)	Term of			
(No. of Interments)	Licence			
Centre of lawn (1)		3493/S868 (3)	330.00	340.00
Edge of shrubbery AC (2)		3493/S868 (3)	990.00	990.00
Edge of shrubbery SH2/6 (2)		3493/S868 (3)	895.00	30.00
Main Avenue Trees (4)		3493/S868 (3)	1,950.00	2,000.00
B 6 G-H (4)		3493/S868 (3)	2,050.00	2,100.00
C Section - Standard Rose (4)		3493/S868 (3)	1,850.00	1,950.00
E 5 A (4)		3493/S868 (3)	1,900.00	1,900.00
E 5 F (2)		3493/S868 (3)	990.00	990.00
G 121-145 Edge of Shrubbery		3493/S868 (3)	895.00	920.00
Garden H Section 34 A C (4)		3493/S868 (3)	1,900.00	1,900.00
Garden H Section 60 C (4)		3493/S868 (3)	1,900.00	1,900.00
Garden H Section 92 A (4)		3493/S868 (3)	1,900.00	1,900.00
Garden H Section 92 B (4)		3493/S868 (3)	1,900.00	1,900.00
KG Colonnade along Yew Hedge (2)		3493/S868 (3)	2,300.00	2,400.00
KG Colonnade Family Garden (4)		3493/S868 (3)	7,000.00	7,500.00
L 19 A-C (2)		3493/S868 (3)	2,000.00	2,000.00
L 116		3493/S868 (3)	2,500.00	2,600.00
L230-233, 236, 237-241 (2)		3493/S868 (3)	1,600.00	1,700.00
L234-235 partial view lake/golf course (4)		3493/S868 (3)	2,960.00	2,950.00
M Pump House Family Gardens M 250 E (6)		3493/S868 (3)	4,600.00	4,700.00
M Gardens M265-298,M420-440 (2)		3493/S868 (3)	1,600.00	1,700.00
M Shrubs M 315 B-E, M 310 A-B, M 309 A-B (4)		3493/S868 (3)	4,600.00	4,700.00
M 311-312 Family Garden (6)		3493/S868 (3)	7,000.00	7,500.00
M 441-450 (2)		3493/S868 (3)	895.00	920.00
Oak Dell Scattering (1)		3493/S868 (3)	220.00	230.00
O1-10 Edge of Shrubbery (2)		3493/S868 (3)	895.00	920.00
P204-255 Edge of Shrubbery (2)		3493/S868 (3)	895.00	920.00
R54 Gated Garden (6)		3493/S868 (3)	4,800.00	4,900.00
R55 Gated Garden (8)		3493/S868 (3)	5,800.00	5,900.00
R56 Gated Garden (10)		3493/S868 (3)	6,800.00	6,900.00
R60-65 Magnolia (4)		3493/S868 (3)	2,100.00	2,300.00
R70-R110 Edge of Shrubbery (2)		3493/S868 (3)	895.00	920.00
Sum-Ho 31, 32, 34, 35 (2)		3493/S868 (3)	1,600.00	1,700.00

Number in () is number of interments

MEMORIAL GARDENS	General ledger code		2018/19	2019/20
	Chiltern	South Bucks	£	£
Other Fees				
Interment Fee		3493/S866 (3)	130.00	135.00
Grave Preparation		3493/S868 (3)	150.00	155.00
Plaques Staked (Wording over 60 letter £1 each)		3493/S865 (1a)	160.00	165.00
Plaques Mounted (Wording over 60 letter £1 each)		3493/S865 (1a)	200.00	165.00
Plaque refurbishment		3493/S865 (1a)	50.00	50.00
Book of Remembrance		3493/S865 (1a)	20.00	25.00
Transfer ashes to Biodegradable Container		3493/S866 (1a)	20.00	25.00
Licence Transfer Fee (Owner Deceased)		3493/S868 (1a)	70.00	75.00
Licence Reprint (Add Name)		3493/S868 (1a)	35.00	35.00
Memorial Wall Plaque & Licence 6X2	15 years	3493/S865 (1a)	130.00	130.00
Memorial Wall Plaque & Licence 6X4 Z area	15 years	3493/S865 (1a)	260.00	260.00
Relicence fee (2)		3493/S868 (1a)	590.00	600.00
Relicence fee for Scattering Lawn (1)		3493/S868 (1a)	110.00	115.00
Grave buy back 10% or £150 whichever is greater		3493/S868 (1a)	150.00	150.00
Memorial Seat - renewable lease	10 years	3493/S865 (4)	280.00	280.00
Maintenance of Individual Garden		3493/S865 (1a)	POA	POA
Trees for Sale (from)		3493/S302 (1a)	POA	POA
Benches		3493/S865 (1a)	POA	POA
Bench Maintenance (coat with teak oil)		3493/S865 (1a)	50.00	50.00
Carved lettering		3493/S865 (1a)	POA	POA
Stone Benches – straights		3493/S865 (1a)	POA	POA
Stone Benches – curved		3493/S865 (1a)	POA	POA
Venue for wedding photographs		3493/S932 (1a)	45.00	45.00
Venue for filming per day from		3493/S932 (1a)	520.00	520.00
Perpetuity Licences				
1 st & 2 nd interment		3493/S866 (3)	5.25	5.25
3 rd & 4 th interment		3493/S866 (3)	10.50	10.50
5 th & subsequent interments		3493/S866 (3)	15.75	15.75
Memorial Trees				
Pink-flowering Hawthorne incl. plaque, in R section		3493/S865 (1a)	700.00	700.00
Avenue tree, no interments		3493/S865 (1a)	800.00	900.00

ENVIRONMENT PORTFOLIO
REVISED CHARGES FROM 1 APRIL 2019

Appendix

VAT Codes:

Chiltern (D45)=inclusive standard rated (D40)=plus standard rated (D08)=zero rated (D04)=outside scope, (D03)=exempt

GREAT MISSENDEN CEMETERY

	General ledger code		2018/19 £	2019/20 £
	Chiltern	South Bucks		
<u>Fees for the Use of the Cemetery for Interments:</u>				
In the graves for which no exclusive right of burial has been granted				
i) A stillborn child, or a person whose age at the time of death did not exceed one month *	G380/C866 (D04)		25.00	25.00
ii) A person who age at the time of death exceeded one month but did not exceed twelve years *	G380/C866 (D04)		108.00	110.00
iii) A person whose age at the time of death exceeded twelve years *	G380/C866 (D04)		235.00	240.00
iv) for any interment at a depth exceeding six feet for members of the same family in a site and for each foot an additional *	G380/C866 (D04)		108.00	110.00
In a grave or vault for which an exclusive right of burial has been granted				
i) A stillborn child, or a person whose age at the time of death did not exceed one month *	G380/C866 (D04)		25.00	25.00
ii) A person who age at the time of death exceeded one month but did not exceed twelve years *	G380/C866 (D04)		108.00	110.00
iii) A person whose age at the time of death exceeded twelve years *	G380/C866 (D04)		235.00	240.00
iv) for any interment at a depth exceeding six feet for members of the same family in a site and for each foot an additional *	G380/C866 (D04)		108.00	110.00
Transfer of ownership of Exclusive Right of Burial	G380/C868 (D04)		63.00	
<u>Exclusive Rights of Burial in Perpetuity in an Earthen Grave</u>				
i) One Plot *	G380/C868 (D04)		400.00	408.00
ii) Two Plots *	G380/C868 (D04)		700.00	
iii) Three Plots *	G380/C868 (D04)		960.00	
<u>Monuments, Gravestones, Tablets and Monumental Inscriptions</u>				
For the right to erect:				
i) A headstone under no circumstances to exceed three feet in height or a foot stone not exceeding one foot in height *	G380/C865 (D04)		166.00	170.00
ii) A tablet on any grave or vault, or in the Lawn Cemetery, a plaque on a grave *	G380/C865 (D04)		166.00	170.00
iii) Any inscription after the first on a gravestone, tablet or memorial *	G380/C865 (D04)		88.00	90.00
Purchase of plot measuring 2ft x 2ft in Old Section of cemetery for burial of cremated remains *	G380/C868 (D04)		133.00	136.00
Burial of Cremated remains *	G380/C866 (D04)		108.00	110.00

* The foregoing charges will be doubled where the person in respect of whom the charge is made, is or was not resident within the Chiltern District or in the case of a still born child or person whose ages at the time of death did not exceed one year where neither of the parents is or was at the time of interment, resident within the said area

**ENVIRONMENT PORTFOLIO
REVISED CHARGES FROM 1 APRIL 2019**

VAT Codes: (1a)=inclusive standard rated (1b)=plus standard rated (2)=zero rated (3)=outside scope, (4)=exempt

CAR PARKS - DAILY CHARGES (1a) 8.00 a.m. to 8.00 p.m.		2018/19	2019/20*	General	2018/19	2019/20*
General ledger code		£	£	ledger code	£	£
<u>Altons</u>	3466/S876			<u>Summers Road</u>	3472/S876	
Up to 1 hour		1.50		Up to 1 hour		1.00
Up to 2 hours		2.10		Up to 2 hours		1.20
Up to 3 hours		3.70		Up to 3 hours		1.60
Up to 4 hours		4.50		Up to 24 hours		2.40
Up to 9.5 hours		6.00		Sunday/Public Holiday		1.40
Up to 12 hours		8.00				
Sunday/Public Holiday		1.40				
<u>Penncroft</u>	3467/S876			<u>Broadway</u>	3473/S876	
Up to 1 hour		1.50		Up to ½ hour		0.70
Up to 2 hours		2.10		Up to 3 hours		1.30
Up to 3 hours		3.70		Up to 24 hours		1.70
Up to 4 hours		4.50		Sunday/Public Holiday		1.40
Up to 9.5 hours		6.00				
Up to 12 hours		8.00				
Sunday/Public Holiday		1.40				
<u>Warwick Road</u>	3468/S876			<u>Bulstrode Way</u>	3474/S876	
Up to 1 hour		1.50		Up to 1 hour		1.50
Up to 2 hours		2.10		Up to 2 hours		2.10
Up to 3 hours		3.70		Up to 3 hours		3.70
Up to 4 hours		4.50		MAX STAY 3HRS		
Up to 9.5 hours		6.00		Sunday/Public Holiday		1.40
Up to 12 hours		8.00				
Sunday/Public Holiday		1.40				
<u>Jennery Lane</u>	3470/S876			<u>Packhorse Road</u>	3475/S876	
Up to ½ hour		0.80		Up to 1 hour		1.50
Up to 1 hour		1.30		Up to 2 hours		2.10
Up to 2 hours		1.50		Up to 3 hours		3.70
MAX STAY 2HRS				Up to 4 hours		4.50
Sunday/Public Holiday		1.40		Up to 9.5 hours		8.00
				24 hours		10.00
				Sunday/Public Holiday		1.40
<u>Neville Court</u>	3471/S876			<u>Station Road</u>	3477/S876	
Up to 2 hours		0.60		Up to 1 hour		1.50
Up to 4 hours		0.80		Up to 2 hours		2.10
Up to 24 hours		1.30		Up to 3 hours		3.70
Sunday/Public Holiday		1.40		Up to 4 hours		4.50
				Up to 9.5 hours		8.00
				24 hours		10.00
				Sunday/Public Holiday		1.40

*Subject to Notice of Proposed Amendments to the Off Street Parking Places Order

CAR PARKS - SEASON TICKETS (1a)							
	General ledger code	2018/19 £	2019/20* £		General ledger code	2018/19 £	2019/20* £
Altons	3466/S877			Summers Road	3472/S877		
3 Monthly		293.00		3 Monthly		133.00	
6 Monthly		552.00		6 Monthly		250.00	
12 Monthly		1,035.00		12 Monthly		468.00	
Residents out of hours (12 mnthly)		275.00		Residents out of hours (12 mnthly)		146.00	
Penncroft	3467/S877			The Broadway	3473/S877		
3 Monthly		322.00		3 Monthly		94.00	
6 Monthly		607.00		6 Monthly		177.00	
12 Monthly		1,138.00		12 Monthly		332.00	
Residents out of hours (12 mnthly)		297.00		Residents out of hours (12 mnthly)		48.00	
Warwick Road	3468/S877			Bulstrode Way	3474/S877		
3 Monthly		293.00		3 Monthly		317.00	
6 monthly		552.00		6 monthly		598.00	
12 Monthly		1,035.00		12 Monthly		n/a	
Residents out of hours (12 mnthly)		282.00		Residents out of hours (12 mnthly)		298.00	
Jennery Lane	3470/S877			Packhorse Road	3475/S877		
3 Monthly		133.00		3 Monthly		351.00	
6 Monthly		250.00		6 Monthly		662.00	
12 Monthly		468.00		12 Monthly		n/a	
Residents out of hours (12 mnthly)		168.00		Residents out of hours (12 mnthly)		312.00	
Neville Court	3471/S877			Station Road	3477/S877		
3 Monthly		72.00		3 Monthly		317.00	
6 Monthly		135.00		6 Monthly		598.00	
12 Monthly		254.00		12 Monthly		n/a	
Residents out of hours (12 mnthly)		54.00		Residents out of hours (12 mnthly)		282.00	

Issue of replacement Season Ticket

*Subject to Notice of Proposed Amendments to the Off Street Parking Places Order

CAR PARKS - EXCESS CHARGES			
	General ledger code	2018/19 £	2019/20* £
Paid within 14 Days (3)	3490/S879	40.00	
Otherwise (3)	3490/S879	80.00	

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SUBJECT	Local Recycling Centres (bring sites)
REPORT OF RESPECTIVE CABINET MEMBER	Environment Portfolio Holder, Cllr Luisa Sullivan
RESPONSIBLE OFFICER	Head of Environment, Chris Marchant
REPORT AUTHOR	Waste Policy & Project Team Leader, Daniel Sexton
WARD/S AFFECTED	All

1. Purpose of Report

This report considers the future provision of recycling centres (bring sites), which the authorities provide.

RECOMMENDATIONS:

That Environment PAG consider the recommendation to close the remaining eight recycling centres and seeks to advise Cabinet of future direction for this service

2. Executive Summary

- 2.1 A report from the Joint Waste Team covering the three districts in the Joint Waste Partnership was presented to the 3rd October meeting of the Joint Waste Collection Committee (JWCC). The report recommended to JWCC the closure of all recycling centres within the three council areas and also recommended that reports be presented to the three Council Cabinets seeking authorisation to close the bring banks in their respective districts.
- 2.2 In recent years, officers have undertaken strategic reviews of the public bring banks or recycling centres it operates, in consultation with Members and key stakeholders. The kerbside recycling collection offered to residents of the three districts is of a high standard and a wide range of recycling opportunities is presented to each household. The relative importance of the recycling banks in terms of recycling tonnages has therefore dramatically diminished.
- 2.3 Recommendations have previously been made for the closure of various individual sites for reasons that included miss-use, contamination of materials, fly tipping, litter issues, safety concerns, and lack of use.
- 2.4 Eight sites remain in each of the three districts and there is now an opportunity to review them, ahead of the commencement of the new Joint Waste Collection Contract for the three authorities in Spring 2020.

3. Reasons for Recommendations

The removal of the eight recycling centres located in South Bucks District is recommended for the following reasons:

- (a) Recycling centres continue to be subject to miss-use by businesses for the disposal of trade waste. Little effort is made to separate waste, resulting in excessive levels of contamination and poor quality material.
- (b) Contaminated containers are being tipped as rubbish – see table 1.
- (c) Poor quality paper recycling bins are being tipped with mixed recycling. However, this is having an adverse effect on the quality of the mixed recycling.

Table 1.

Month	Site	No. of bins	Tipped as rubbish			Tipped as either 'Dry mixed' or 'clean recycling'		
			08.05.2018	21.05.2018	25.05.2018	08.05.2018	21.05.2018	25.05.2018
May	The Beacon Centre	8	3	1	1	5	7	7
	Penncroft Car Park	9	5	3	3	4	6	6
	Waitrose	7	0	0	1	7	7	6
	Summers Road Car Park	5	5	4	2	0	1	3
	The Broadway Car Park	8	8	7	1	0	1	7
	Packhorse Road Car Park	9	6	6	6	3	3	3
	Evreham Centre	5	5	5	n/a	0	0	n/a

Month	Site	No. of bins	Tipped as rubbish			Tipped as either 'Dry mixed' or 'clean recycling'		
			02.06.2018	04.06.2018	22.06.2018	02.06.2018	04.06.2018	22.06.2018
June	The Beacon Centre	8	1	5	3	7	3	5
	Penncroft Car Park	9	1	3	2	8	6	7
	Waitrose	7	1	1	0	6	6	7
	Summers Road Car Park	5	2	3	5	2	3	0
	The Broadway Car Park	8	2	4	0	6	4	8
	Packhorse Road Car Park	9	1	3	5	8	6	4
	Evreham Centre	5	n/a	5	n/a	n/a	0	n/a

Month	Site	No. of bins	Tipped as rubbish				Tipped as either 'Dry mixed' or 'clean recycling'			
			09.07.2018	16.07.2018	20.07.2018	23.07.2018	09.07.2018	16.07.2018	20.07.2018	23.07.2018
July	The Beacon Centre	8	5	3	1	8	3	5	7	0
	Penncroft Car Park	9	9	6	2	3	0	3	7	6
	Waitrose	7	0	2	2	0	7	5	5	7
	Summers Road Car Park	5	5	n/a	1	5	0	n/a	4	0
	The Broadway Car Park	8	8	4	3	8	0	4	5	0
	Packhorse Road Car Park	9	0	2	9	4	9	7	0	5
	Evreham Centre	5	4	3	n/a	1	1	2	n/a	4

- (d) Poor quality material does limit options for sustainable reprocessing outlets, as demonstrated by the regulations introduced by China.
- (e) The benefits delivered by the recycling centres in terms of useful recycling and convenience for residents are now not proportionate to the costs of collection and sorting of material, the need for clearance of spillages and fly tips and the cost of disposal of contaminated material.
- (f) Resource used to clear debris and fly-tipped waste from recycling centres, could be more efficiently utilised in other high demand service areas.
- (g) Residents can effectively access all the recycling streams (and more) offered by the recycling centres, including larger pieces of card that arise from mail order packaging, through the kerbside collection service.
- (h) The removal of all recycling centres across the three districts will be helpful in that it will simplify the procurement process currently underway for a new joint waste collection and street cleaning contract, which is due to commence in spring 2020.
- (i) Looking forward we want to ensure the authorities are in the best possible position with reduced contamination and improved quality, if risk of managing the material is to be borne by the authorities.
- (j) Where the recycling banks occupy parking spaces or reduce access in car parks, removal may lead to reduced pressure on car parking spaces at some locations and increase revenues.

4. Content of Report

5. New Joint Waste Service

- 5.1 Procurement work is well under way for the next joint waste collection and street cleaning contract and this presents an opportunity to try and reach a common position across all three districts with the discontinuation of council operated recycling centres throughout. In common with most contract procurements it is felt that costs may rise and making minor service changes such as this are a way of mitigating potential increases without significantly reducing future service levels.
- 5.2 It is proposed that the current kerbside recycling service will remain unchanged in the new contract. This covers food waste, paper, dry mixed recyclables (cardboard, mixed cans, plastics, foil, mixed glass bottles, food cartons such as tetra pak) textiles, garden waste, small WEEE and batteries. Reasonable amounts of oversized card are also collected as side waste if it is flattened and folded to a manageable size and presented neatly.

6. Current Position

- 6.1 Other closures have taken place and recycling performance has not dropped, demonstrating that the closures have not had a negative impact. Complaints about the recycling centres and associated anti-social behaviour have reduced.
- 6.2 Local policies have been reviewed and modified to enable extra recycling to be collected at the kerbside. This has been further reinforced through recent publications including the new waste collection calendars and accompanying myth busting information.
- 6.3 BCC recently concluded a public consultation on proposals for a reduced service at its operated Household Recycling Centres (HRCs). Their preferred option is to close facilities at Bledlow Ridge (WDC) and Burnham (SBDC). In addition, reduced operating days at three sites and the option to introduce charging systems for non-Buckinghamshire residents, will enable the authority to make substantial savings to service costs. It is anticipated that service changes will be implemented by April 2019.

6.4 Table 2 – remaining SBDC recycling centres

No	Location
1	Beaconsfield – The Beacon Centre
2	Beaconsfield – Penncroft car park Burkes Road
3	Beaconsfield – Waitrose Penn Road
4	Burnham – Summer Road car park
5	Farnham Common & Farnham Royal – The Broadway car park
6	Gerrards Cross – Packhorse Road car park
7	Iver – Evreham Sports Centre
8	Iver – High Line Yachting Mansion Lane

7. Consultation

7.1 Cabinet Members for Environment from each of the three southern districts have been consulted at Joint Waste Collection Committee (JWCC).

7.2 There are no planned consultations pending Cabinet decision. Local stakeholders will be notified of the decision.

8. Options (if any)

8.1 *Do nothing. Maintain status quo.*

Any savings and service efficiencies would not be realised.

Service costs are anticipated to rise, if provision for this service is included within the new joint waste contract.

8.2 *Close remaining recycling centres – recommended*

Implement a closure programme after the Christmas holiday period.

Mitigate risks associated with material ownership and minimise service cost increase for the new joint waste contract.

7. Corporate Implications

7.1 No additional contract costs are anticipated due to the proposed closures, apart from some ad hoc cleansing works and making good of land currently used to occupy recycling containers. Any financial savings in the contract sum would be identified at the point a change notice is issued to the contractor. Requests for new kerbside containers will be met from existing resources.

7.2 Under the Environmental Protection Act 1990 (EPA 1990), the Council does not have a legal duty to collect waste using recycling centres. It does however have duty to collect household waste from domestic properties although the frequency of collection is not specified. There is also a legal duty under S45A of the EPA 1990 to collect a minimum of two streams of recyclable household waste, separate from any residual household waste, from the kerbside. The proposal in this report does not therefore impact upon any waste or recycling collection duty that the council currently has.

7.3 Contractual change notices and other arrangements will be managed by the Joint Waste Team with advice from Legal Services if this is necessary

8. Links to Council Policy Objectives

This recommendation contributes to the following headline shared objectives:

- Delivering cost-effective, customer-focused services
- Striving to conserve the environment and promote sustainability

And links with the following themes from the Joint Sustainable Community Strategy:

- Sustainable Environment - *Minimise waste by reducing usage, reusing and recycling as much as possible; Keep public places clean, tidy and litter free, working together to tackle fly-tipping*
- Safe Communities - *Reduce the incidence and impact of anti-social behaviour in our community; Improve road safety to reduce the risk of death or serious injury from transport incidents,*
- Health and Wellbeing - *Improve connectivity by improving parking*

9. Next Steps

9.1 If the recommendation is approved, working to a project plan, the Joint Waste Team would undertake to notify local stakeholders of the decision taken to close the remaining recycling centres in their areas. Support to access services would be provided to residents in need. Any closure programme would commence after the Christmas holidays and catch up period for kerbside refuse and recycling collections.

9.2 The Joint Waste Team will work closely with colleagues from the Communication Team to develop and deliver a clear and effective strategy.

9.3 As with previous experience of recycling centre closures, some residents may come forward once publicity starts as they don't have access to kerbside recycling services. If this happens, officers can assist by working out solutions with the contractor, and by providing new appropriate containers and recycling information as support.

Background Papers:	Recycling Centre Recommendation – report to JWCC October 2018
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SUBJECT:	Charging for refuse and recycling containers in the South Bucks District
REPORT OF:	Cllr Luisa Sullivan, Cabinet Member for the Environment
RESPONSIBLE OFFICER	Chris Marchant, Head of Environment
REPORT AUTHOR	Elizabeth Cullen, Contract Manager, 01895 837330; Elizabeth.cullen@southbucks.gov.uk
WARD/S AFFECTED	All

Members of the Environment PAG are requested to advise the Portfolio Holder on the proposed recommendations below that will be considered by Cabinet

1. Purpose of Report

To introduce charges for refuse and recycling containers to residents in certain specified circumstances. To align South Bucks District Council's policy on this matter with services delivered in the Chiltern and Wycombe Districts.

RECOMMENDATIONS

- 1. That charges to residents for waste containers are introduced where they are lost, stolen, damaged by a resident or not present when a resident moves into a property.**
- 2. That the charges levied are in line with those already set for residents in the Chiltern and Wycombe Districts.**

2. Executive Summary

- 2.1 Councils have the authority under Section 46 of the Environmental Protection Act 1990 to specify which containers residents use for presenting their waste for collection and can require residents to pay a one off or annual cost for providing them.
- 2.2 The cost of providing all receptacles has to date been met by the District Council. Until 2003/4 this was the provision of relatively cheap black sacks for all properties, which was then partly replaced with a wheelie bin trial and subsequently the requirement for residents to supply their own sacks. In 2014 wheelie bins were supplied to all suitable properties and the cost of supplying them was covered by this Authority.
- 2.3 The Managers of properties of multiple occupancy that are not suitable for wheelie bin provision (or for a black sack collection in earlier years) pay for the hire of 1100l metal refuse bins which are inspected and repaired within the hire cost.
- 2.4 Members agreed in November 2016 to introduce charges to developers for the provision of new receptacles to new developments where the hiring of 1100l bins is not appropriate. This reduces the risk to the Authority of large single container orders being placed that have not been budgeted for.

2.5 The current costs of delivering containers are contained in the table below:

Table 1

Container	Service	Unit costs - purchase/delivery/ admin charge	Delivery & Admin costs	Total costs
240 litre black wheeled bin	Refuse collection	£19.00	£21.00	£40
240 litre black wheeled bin/blue lid	Recycling collection	£19.00	£21.00	£40
44 litre paper recycling box & lid	Paper collection	£5.00	£1.50	£6.50
23 litre food waste bin	Food waste collection	£4.00	£1.50	£5.50
5 litre kitchen caddy	Food waste collection	£3.00	£1.50	£4.50
Total cost per property if delivered separately		£50.00	£46.50	£96.50

2.6 Of the circa 150 wheelie bin, 100 recycling box and 190 brown and silver food waste containers ordered on average each month, the reasons for the order haven't always been recorded on Contender, the software used to place orders with Biffa. Using the data available and anecdotal evidence from the Admin team the main reasons for new containers being ordered are as follows, with whether or not a charge would be levied in line with current CDC/WDC policy:

Table 2

Reason for Replacement	Charge Proposed as per CDC/WDC Policy
New development	Developer charged – no charge to resident
Replace broken/Damaged Container	No charge if damage by contractor or wear and tear. Charged if damage caused by resident.
Stolen/Missing Container	Resident charged
Additional bin request (recycling)	Not offered by CDC/WDC. Please see para 2.9
Change of bin size	Exchange Fee – currently £7
Never had containers when moved in (new resident as opposed to new development)	Resident Charged (please note that residents are asked to leave bins behind when they move)

- 2.7 Members are asked to note that when residents request new bins for non-essential reasons that are not disclosed to the Admin Team, such as a bin being dirty, Biffa do not carry out the request on arrival. Residents must present damaged containers at the property boundary so that they can be checked to see that it is necessary to exchange them for a replacement. Almost all the bins replaced by Biffa are damaged beyond use or repair.
- 2.8 Second bins for recycling are not permitted in the Chiltern and Wycombe Districts. They are provided in the South Bucks District where a need is demonstrated and Officers are confident that a business is not being run from the property. Therefore no precedence has been set for whether or not South Bucks residents are charged for a second bin for recycling. It is proposed that a charge is made for second bins as per the charges below.
- 2.9 Charges for containers in the Chiltern and Wycombe Districts for next financial year have not yet been approved and the charges for this year are therefore shown in the table below:

Table 3

Container Type	Cost per item
Wheeled Bin and Delivery - 140 Litre	£40.00
Wheeled Bin and Delivery - 180 Litre	£40.00
Wheeled Bin and Delivery - 240 Litre	£40.00
Wheeled Bin and Delivery - 360 Litre	£40.00
Recycling Box and Lid - Delivered	£6.50
Recycling box and Lid - Pick Up Only	£4.80
Recycling Lid Only - Pick up Only	£1.50
Reusable Recycling Bag and Delivery	£5.50
Reusable Recycling Bag - Pick Up Only	£4.50
Outdoor Food Caddy and Delivery	£5.50
Outdoor Food Caddy - Pick Up Only	£4.50
Indoor Small 5L Food Caddy - Pick Up Only unless ordered with other containers.	£3.50
Bin Exchange Fee (for a different size)	£12.00

- 2.10 Although reliable figures for the number of residents that would be subject to a charge for a new or replacement bin are not available, the numbers are estimated to be low and the value of the costs to the Council that would be covered conservatively estimated as being in the region of less than £10k per year. This forecast would be reviewed after the first year of charging.

3. Reasons for Recommendations

- 3.1 The introduction of charging is not only recommended to reduce the pressure on budgetary expenditure, but also to encourage residents to take greater responsibility for their containers, and to encourage residents to properly look for their 'missing' containers before seeking a replacement, thus reducing the demand for replacement containers. Increasingly, more local authorities are altering their

charging criteria for waste and recycling containers and are only providing them free when they are damaged by the collection crews or fall into the back of the collection vehicle. Adopting such an approach provides an opportunity to mitigate the ever-increasing financial cost of replacing containers.

- 3.2 The introduction of charges for bins will affect a minority of residents requesting new bins is not expected to make a significant difference to our budget. However it has been shown to deter spurious and time wasting requests for containers that do not actually need to be replaced and any income, however small, will make a difference to the overall waste budget. This will also align the policy for bin charging with that of CDC/WDC.
- 3.3 If approved, comprehensive FAQs will be published on the Council website, advising residents how to take greater care of their containers and explaining the reason behind the approach being advocated

4. Consultation

Not Applicable.

5. Options

The options are to continue providing all containers directly to residents for free or to charge as per the table in 2.9 (the relevant costs agreed in the 2019/20 budget).

6. Corporate Implications

- The Financial implications of this report are not significant and estimated to be in the region of up to £10k income which will offset costs and not be of net benefit to the Authority
- There are no Legal implications of this report as the power to charge is in line with legislation.

7. Links to Council Policy Objectives

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.

8. Next Step

If PAG Members are mindful to recommend to the Portfolio Holder that charges are introduced these will commence from April 2019 subject to Cabinet approval.

Background Papers:	None
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