

# FAREHAM

BOROUGH COUNCIL

## AGENDA

### STREETSCENE POLICY DEVELOPMENT AND REVIEW PANEL

**Date:** Thursday, 25 January 2018

**Time:** 6.00 pm

**Venue:** Collingwood Room - Civic Offices

**Members:**

Councillor S D Martin (Chairman)

Councillor L Keeble (Vice-Chairman)

Councillors J E Butts

Mrs L E Clubley

J M Englefield

G Fazackarley

R H Price, JP

**Deputies:** K A Barton

J S Forrest



**1. Apologies for Absence**

**2. Minutes (Pages 5 - 8)**

To confirm as a correct record the minutes of the meeting of the Streetscene Policy Development and Review Panel meeting held on 2 November 2017.

**3. Chairman's Announcements**

**4. Declarations of Interest and Disclosures of Advice or Directions**

To receive any declarations of interest from members in accordance with Standing Orders and the Council's Code of Conduct and disclosures of advice or directions received from Group Leaders or Political Groups, in accordance with the Council's Constitution.

**5. Deputations**

To receive any deputations of which notice has been lodged.

**6. Preliminary Review of the Work Programme 2017/18 and Draft Work Programme 2018/19 (Pages 9 - 24)**

To consider a report by the Head of Streetscene which gives a preliminary review of the work programme 2017/18 and draft work programme 2018/19.

**7. Annual Review of Refuse Collection Service (Pages 25 - 28)**

To consider a report by the Head of Streetscene on an annual review of the Refuse Collection Service.

**8. Presentation on the Countryside Service**

To receive a presentation by the Head of Streetscene on the Countryside Service.

**9. Presentation on Annual Review of Bus Shelter Maintenance Contract**

To receive a presentation by the Head of Streetscene on an annual review of the Bus Shelter Maintenance Contract.



P GRIMWOOD  
Chief Executive Officer  
Civic Offices  
[www.fareham.gov.uk](http://www.fareham.gov.uk)  
17 January 2018

**For further information please contact:  
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# FAREHAM

BOROUGH COUNCIL

## Minutes of the Streetscene Policy Development and Review Panel

**(to be confirmed at the next meeting)**

**Date:** Thursday, 2 November 2017

**Venue:** Collingwood Room - Civic Offices

**PRESENT:**

Councillor L Keeble (Chairman)

(Vice-Chairman)

**Councillors:** J E Butts, Mrs L E Clubley, J M Englefield, G Fazackarley and R H Price, JP

**Also Present:** Councillor Miss T G Harper, Executive Member for Streetscene (Items 7 & 9) Councillor Mrs T L Ellis (Item 9) and Councillor M J Ford, JP (Items 7 & 9)



**1. APOLOGIES FOR ABSENCE**

An apology of absence was received from Councillor S D Martin.

**2. MINUTES**

It was AGREED that the minutes of the Streetscene Policy Development and Review Panel held on 7 September 2017, be confirmed and signed as a correct record.

**3. CHAIRMAN'S ANNOUNCEMENTS**

The Chairman passed on his thanks to Paul Doran for his services and help to Streetscene over the years.

The Chairman also welcomed Mark Bowler to the meeting as the newly appointed Head of Streetscene.

**4. DECLARATIONS OF INTEREST AND DISCLOSURES OF ADVICE OR DIRECTIONS**

There were no declarations of interest made at this meeting.

**5. DEPUTATIONS**

There were no deputations made at this meeting.

**6. REVIEW OF WORK PROGRAMME 2017/18**

The Panel considered a report by the Director of Operations which reviewed the Panel's work programme for 2017/18.

It was AGREED that the panel confirm the programme of items for 2017/18, as set out in Appendix A to the report.

**7. MEMBERS OPEN FORUM**

The Chairman invited Councillor Ford to address the Panel as he had submitted a question.

His question was "It appears that re-cycling percentages are pretty flat so what could be the next initiative. I reckon that even amongst enthusiastic re-cyclers kitchen waste that goes into the 'under the sink' bin contains both re-cyclable and non-recyclable material. The full bag will then go into the green top bin. Short of providing a kitchen caddy, are there any thoughts on tips we can offer households to help them separate materials within the kitchen?"

The Chairman then provided the following response; "The levelling-off of recycling rates is a national trend, which is replicated across Hampshire as well as Fareham. The reasons for the trend will vary according to the area.

There is undoubtedly an element of recycling fatigue, and people citing confusion about what materials are accepted as a reason not to recycle.

The standard of materials accepted by re-processors has been rising, with the effect that the sorting has become more stringent in order to protect the market the materials are sent to.

The contamination rates in Fareham (i.e. non-recyclable materials put in the recycling bins) at 10% is the second lowest in Hampshire; the average across PI is just under 13%, with some authorities at 18%.

Within Fareham, we are currently putting our efforts into focusing on food waste, with our Food Saver Champion, Barbara Cowie, working on a project funded by Sainsbury's. Events have been held in Sainsbury's, local libraries, markets and Council Connect and we have given presentations in several schools. We are working closely with the Communications team to maximise use of social media.

We are asking householders to keep a food diary for a week, to highlight just how much food is wasted; to date 1226 diaries have been issued. We are producing 'doggy bags' for restaurants to offer diners. The children's competition to design the bag has just closed, 1550 competition forms were delivered to local schools. We are also issuing 'Welcome packs' to new tenants in Council and Housing Association properties, with tools and tips to avoid food waste.

Generally, raising awareness of one aspect of waste, such as food, has a knock-on effect on improving recycling as people are reminded of the issue. It is accepted good practice that a drip-drip effect if continual reminders is required to maintain recycling rates.

We send an annual bin collection calendar which includes a reminder of what can be recycled. This year's calendars were delivered during October. During 2016 we delivered 2000 bags to residents in flats to store recyclable materials, to discourage plastic bags in the recycling bins.

Project Integra are working with a Behavioural Insights team to look at the reasons people are not recycling, and develop a targeted campaign to encourage recycling. We are proposing that Fareham would like to be a pilot for the project."

At the invitation of the Chairman, Councillor Miss Harper, Executive Member for Streetscene, addressed the Panel on this item.

Councillor Price enquired as to whether the 'welcome pack' that is being given out to new Council and Housing Association tenants could also be given to local Estate Agents so that they could be given out to new tenants in privately rented properties. The Head of Streetscene agreed that this could be looked into.

It was suggested that the ideas from the Behavioural Insights team could be presented to the Panel or to all Members as a briefing session.

The Chairman thanked Officers and Members for their participation in the Members Open Forum.

**8. EXCLUSION OF PRESS AND PUBLIC**

It was AGREED that in accordance with Section 100A(4) of the Local Government Act 1972, the public and representatives of the Press be excluded from the remainder of the meeting as the Panel considered it was not in the public interest to consider the matter in public on the grounds that it involved the disclosure of exempt information as defined in paragraph 4 of Part 1 of Schedule 12A of the Act.

**9. REVIEW OF THE HEDGE CUTTING CONTRACT**

The Panel considered a report by the Director of Operations on a review of the Hedge Cutting Contract.

At the invitation of the Chairman, Councillors Mrs Ellis, Ford, JP and Miss Harper, Executive Member for Streetscene addressed the Panel on this item.

It was AGREED that the Panel: -

- (a) note the content of the report; and
- (b) recommends Option 3 to the Executive as the preferred option for endorsement.

(The meeting started at 6.00 pm  
and ended at 7.03 pm).



# FAREHAM

## BOROUGH COUNCIL

### **Report to Streetscene Policy Development and Review Panel**

**Date**                    **25 January 2018**

**Report of:**            **Head of Streetscene**

**Subject:**              **PRELIMINARY REVIEW OF THE WORK PROGRAMME 2017/18  
AND DRAFT WORK PROGRAMME 2018/19**

#### **SUMMARY**

At the meeting of the Panel on 1 March 2018, members will be asked to review the outcome of the work programme for the current year, 2017/18. Also at that meeting, the Panel will need to finalise the draft work programme for next year, 2018/19.

The report contains details of the Panel's existing work programme for the current year, in order to allow an early assessment of progress. It also gives some background to assist members in drawing up the work programme for next year.

#### **RECOMMENDATION**

The Panel is now invited to:-

- (a) give preliminary consideration to the outcome of the Panel's work programme for the current year; and
- (b) start drawing up an outline draft work programme for the next year, which further consideration can be given to those matters at the meeting on 2 March 2017.

## **INTRODUCTION**

1. The outcomes for the work programme for the current year (2017/18) will be reviewed at the Panel's meeting on 1 March 2018. At the same time, it will be necessary for the Panel; to finalise its work programme for the next year (2018/19).
2. In order to assist the process, members are invited to consider both issues at this meeting.

## **REVISIONS TO THE WORK PROGRAMME**

3. Members are asked to note the following revisions to the Work Programme;
  - (i) A presentation titled 'The Countryside Service' has been added to the work programme for this meeting.

## **WORK PROGRAMME 2017/18**

4. A copy of the current work programme is attached at Appendix A. It is suggested that the current work programme for 2017/18 is completed.

## **WORK PROGRAMME – NEXT YEAR 2018/19**

### Scrutiny Board Responsibilities

5. Members are reminded that the Scrutiny Board is generally responsible for:-
  - maintaining an overview of the discharge of the Council's Executive functions.
  - exercising the right to call-in, for reconsideration, any decisions made but not yet implemented by the Executive (and individual Executive Members) or key decisions made by officers in exercise of their delegated powers.
  - reviewing and/or scrutinising any matters affecting the strategic plans and financial affairs of the Council.
  - Considering matters affecting the area or local people and, in so doing, reviewing and scrutinising the performance of other public bodies in the area.

### Role of the Policy Development and Review Panels

6. The Policy Development and Review Panels are responsible for preparing their own work programmes. Those programmes should take account of the role of the Panels to:
  - assist in the development and formulation of policy.
  - report and advise upon policies and proposals relating to their particular service interest.
  - Review the performance of services provided directly or indirectly by the Council.
7. There are six planned meetings of the Policy Development and Review Panels in the next municipal year, to deal with ordinary business.

## Planning Next Year's Work Programmes

8. Members are invited to consider policy development and formulate items for the work programme for 2018/19. It has previously been suggested that a few items of major significance are chosen.
9. In addition to any other matters which members may wish the Panel to look at, the Executive may decide it wishes the Panel to carry out specific tasks during the next year.
10. At this stage, suggested items for next year are shown at Appendix C below, and are for members to discuss.
11. Other general items may arise during the year, such as responding to consultation requests by the Government.
12. Statutory strategies and policy framework items will need to be reported to any combination of the Review Panels, the Scrutiny Board, the Executive and the Council, as appropriate.

## **RISK ASSESSMENT**

13. There are no significant risk considerations in relation to this report.

## **CONCLUSION**

14. The Panel is now invited to:-
  - (a) Give preliminary consideration to the outcome of the Panel's work programme for the current year; and
  - (b) Start drawing up an outline draft work programme for the next year, which further consideration can be given to those matters at the meeting on 1 March 2017.

## **Appendices:**

**Appendix A – Streetscene Policy Development and Review Panel Work Programme 2017/18**

**Appendix B - Progress on Actions**

**Appendix C – Streetscene Policy Development and Review Panel Draft Work Programme 2018/19**

## **Background Papers:**

## **Reference Papers:**

## **Enquiries:**

For further information on this report please contact Mark Bowler. (Ext 4420)

**STREETSCENE POLICY DEVELOPMENT AND REVIEW PANEL – WORK PROGRAMME  
2017/18**

<b>Date</b>	<b>Subject</b>	<b>Type of Item</b>
14 June 2017	• Review of Work Programme 2017/18	Programming
	• Presentation on Streetscene Services and Key Achievements	Presentation
13 July 2017	• Review of Work Programme 2017/18	Programming
	• Annual Report on Street Cleansing Service	Information
	• Presentation by Head of Project Integra	Information
	• Members Open Forum	Question and Answer
7 September 2017	• Review of Work Programme 2017/18	Programming
	• Annual Report on Grounds Maintenance	Information
	• Annual Report on Recycling	Information
	• Annual Review of Trade Waste Service	Information
2 November 2017	• Review of Work Programme 2017/18	Programming
	• Review of Hedge Cutting Contract	Information
	• Members Open Forum	Question and Answer
25 January 2018	• Preliminary Review of Work Programme 2017/18 & Draft Work Programme 2018/19	Programming
	• Annual Review of Refuse Collection Service	Information
	• Presentation on the Countryside Service	Presentation
	• Presentation on Annual Review of Bus Shelter Maintenance Contract	Presentation

1 March 2018	<ul style="list-style-type: none"> <li>• Final review of the Work Programme for 2017/18 and Draft Work Programme 2018/19</li> </ul>	Programming
	<ul style="list-style-type: none"> <li>• Report on Textile Recycling</li> </ul>	Information
	<ul style="list-style-type: none"> <li>• Vanguard Update – Presentation</li> </ul>	Presentation
	<ul style="list-style-type: none"> <li>• Members Open Forum</li> </ul>	Question and Answer

**Streetscene Policy Development and Review Panel – 26 January 2017  
Progress on Actions since last meeting of 2017/18**

<b>Date of Meeting</b>	<b>2 March 2017</b>
<b>Subject</b>	<b>Streetscene Policy Development and Review Panel Work Programme 2016/17 and Draft Work Programme 2017/18</b>
<b>Type of Item</b>	Programming
<b>Action by Panel</b>	<p>The Panel considered a report by the Director of Operations which gave a final review of the Panel's work programme for 2016/17 and the proposed work programme for 2017/18.</p> <p>The Director of Operations addressed the Panel and informed them that there had been one additional item added to the 2017/18 work programme on a Presentation by the Head of Project Integra for the 13 July meeting. In light of this additional item to the 13 July 2017 meeting, it was suggested to the Panel that the item on Trade Waste which is currently scheduled for the same meeting be moved to the 7 September 2017 meeting.</p> <p>It was AGREED that Members:-</p> <ul style="list-style-type: none"> <li>(a) reviewed the outcomes of the Panel's work programme for 2016/17;</li> <li>(b) that the item on Trade Waste be moved to the 7 September 2017 meeting;</li> <li>(c) that subject to (b) above, approve the draft work programme for 2017/18; and</li> <li>(d) submit the proposed work programme for 2017/18 to the Council for endorsement.</li> </ul>
<b>Outcome</b>	The Council confirmed the proposed work programme for 2017/18 at its meeting on 27 April 2017.
<b>Link Officer</b>	Paul Doran
<b>Subject</b>	<b>Hedge Cutting Contract Review</b>
<b>Type of Item</b>	Reviewing
<b>Action by Panel</b>	<p>The Panel considered a report by the Director of Operations which reviewed the current Hedge Cutting Contract.</p> <p>Members were keen to have an involvement in the future of the contract, and it was agreed that Member/Officer working group would be set up at an appropriate time to assist in the process.</p> <p>It was AGREED that the content of the report be noted.</p>

Outcome	Complete.
Link Officer	Mick Gore.
Subject	<b>Waste Prevention Update</b>
Type of Item	Reviewing
Action by Panel	<p>The Panel considered a report by the Director of Operations which provided an Update on Waste Prevention.</p> <p>The Panel enquired about the sustainability of the energy recovery facilities if the top tiers of the waste hierarchy are more achievable. The Refuse, Recycling and Transport Manager addressed the Panel and explained that it is unlikely that this would happen and that at present that energy recovery facility is almost at contract capacity. She reminded the Panel that whilst the energy recovery is better for the environment than disposal of waste, the best way to protect the environment will always be prevent the waste in the first instance.</p> <p>It was AGREED that the content of the report be noted.</p>
Outcome	Complete.
Link Officer	Sue Hand / Kitty Rose
Subject	<b>Report on Textile Recycling</b>
Type of Item	Reviewing
Action by Panel	<p>The Panel considered a report by the Director of Operations on Textile Recycling.</p> <p>The Panel was pleased to note that the Council had continued its financial support of the three named charities, plus the on-going support of other local community groups.</p> <p>It was AGREED that the content of the report be noted.</p>
Outcome	Complete.
Link Officer	Kitty Rose
Subject	<b>Members Open Forum</b>
Type of Item	Question and Answer
Action by Panel	<p>The Chairman announced that there had been no questions submitted for this item. The Panel were given the opportunity to ask questions to the officer's present on any Streetscene related topic. There were no questions put forward by the Panel.</p> <p>The Chairman thanked the Panel and Officers for their hard work and input into the items dealt with by the Committee over</p>

	the current municipal year.
Outcome	Complete.
Link Officer	Paul Doran.
<b>Date of Meeting</b>	<b>14 June 2017</b>
Subject	<b>Review of Work Programme 2017/18</b>
Type of Item	Programming
Action by Panel	The Panel considered a report by the Director of Operations which reviewed the Panel's work programme for 2017/18. It was AGREED that the Panel confirm the work programme for 2017/18, as set out in Appendix A to the report.
Outcome	Content of the report noted
Link Officer	Paul Doran
Subject	<b>Presentation on Streetscene Services and Key Achievements</b>
Type of Item	Information
Action by Panel	The Panel received a presentation from the Director of Operations, the Refuse and Recycling Manager, the Transport Manager, the Operations Manager and the Public and Open Spaces Manager on the Services within the Streetscene department, the key achievements made in each area over the past 12 months and the key objectives for 2017/18.  The areas which members received information on included; transport management, refuse and recycling collections, fridge collections, healthcare waste, grounds maintenance, street cleansing, fly-tipping, graffiti removal, public toilets, bus shelters, cemeteries, the corporate cleaning contract, speed limit reminder signs, Fareham in Bloom and parks and open spaces.  It was AGREED that the Director of Operations, the Refuse and Recycling Manager, the Transport Manager, the Operations Manager and the Public and Open Spaces Manager be thanked for their informative presentation.
Outcome	Completed.
Link Officer	Paul Doran, Mick Gore, Sue Woodbridge, Gary Squire and Damian Ayling.
Subject	<b>Verbal Update on Single Use Plastics</b>
Type of Item	Information
Action by Panel	The Panel received a verbal update from the Director of Operations on a recent enquiry that had been passed to him via Councillor Mrs Brady from Friends of the Earth regarding Single Use Plastics.  He informed the Panel that the Council's response to the letter from Friends of the Earth has been sent to them and a copy



	has also been provided to Councillor Mrs Brady.
Outcome	Completed
Link Officer	Paul Doran
<b>Date of Meeting</b>	<b>13 July 2017</b>
Subject	<b>Presentation by Head of Project Integra</b>
Type of Item	Presentation
Action by Panel	<p>The Panel received a presentation from Chris Noble, the Head of Project Integra.</p> <p>The presentation gave details of the work undertaken by Project Integra, the key areas of focus, recycling performance statistics, changes to HWRCs, the 2015-18 Action Plan, and future challenges.</p> <p>It was AGREED that Chris Noble be thanked for his informative presentation.</p>
Outcome	Presentation noted
Link Officer	Paul Doran
Subject	<b>Review of Work Programme 2017/18</b>
Type of Item	Information
Action by Panel	<p>The Panel considered a report by the Director of Operations which reviewed the Panel's work programme for 2017/18.</p> <p>The Director of Operations addressed the Panel and suggested that due to the interest in the Vanguard work being undertaken in Streetscene at present that a report be added to the work programme to provide an update on the progress of this intervention. It was agreed that it would be included as an unallocated item until such time as officers feel that there is sufficient information to report to the Panel. It is anticipated that this report is likely to go to the January 2018 or March 2018 meeting.</p> <p>The Panel AGREED that:</p> <p>(a) an item titled 'Vanguard Update' be added as an unallocated item to the 2017/18 work programme; and</p> <p>(b) subject to the inclusion of (a) above, the work programme for 2017/18 be confirmed.</p>
Outcome	Completed
Link Officer	Paul Doran

Subject	<b>Annual Report of Street Cleansing Service</b>
Type of Item	Information
Action by Panel	The Panel considered a report by the Director of Operations which provided an annual review of the Street Cleansing Service.  Councillor Price requested that for future reports he would like a colour map provided showing the areas covered by each of the Street Cleansing teams.  It was AGREED that the content of the report be noted.
Outcome	Content of Report Noted.
Link Officer	Mick Gore
Subject	<b>Members Open Forum</b>
Type of Item	Information
Action by Panel	The Chairman informed the Panel that there had been no questions submitted for the Members Open Forum, and gave members an opportunity to ask any questions to officers.  One question was asked regarding the possibility of providing a Street Cleansing service to commercial sites in order to generate some additional income. The Panel were informed that this would not be cost effective to the Council as the costs they could charge for the service would not cover the additional costs that would be accrued by the Council for providing this. It would also have a negative effect on the residents of the Borough as it would add additional pressure to the service, however this will be kept under review.  Members and Officers were thanked for taking part in the Open Forum.
Outcome	Information noted.
Link Officer	Paul Doran
<b>Date of Meeting</b>	<b>7 September 2017</b>
Subject	<b>Review of Work Programme 2017/18</b>
Type of Item	Reviewing
Action by Panel	The Panel considered a report by the Director of Operations which reviewed the Panel's work programme for 2017/18.  It was AGREED that the work programme for 2017/18, as set out in Appendix A to the report, be confirmed.
Outcome	Complete
Link Officer	Paul Doran

Subject	<b>Annual Report on Grounds Maintenance Service</b>
Type of Item	Information
Action by Panel	<p>The Panel considered a report by the Director of Operations on an annual review of the Grounds Maintenance service.</p> <p>Members asked that their thanks be passed to the Grounds Maintenance teams for their continued hard work in maintaining an attractive looking Borough.</p> <p>It was AGREED that the Panel note the content of the report.</p>
Outcome	Completed
Link Officer	Mick Gore
Subject	<b>Annual Report on Recycling</b>
Type of Item	Information
Action by Panel	<p>The Panel considered a report by the Director of Operations on an annual review of Recycling.</p> <p>Members were informed that in addition to the work that will be undertaken by Barbara Cowie as the newly appointed Food Saver Champion, as outlined in minute item 3 above, she will also be looking to work with local restaurants to promote the use of take away take away bag, where customers can be given the opportunity to take home unfinished food from their meals.</p> <p>It was AGREED that the Panel note the content of the report.</p>
Outcome	Content of Report Noted.
Link Officer	Sue Hand
Subject	<b>Annual Review of Trade Waste Service</b>
Type of Item	Information
Action by Panel	<p>The Panel considered a report by the Director of Operations on an annual review of the Trade Waste Service.</p> <p>Councillor S D Martin declared a non-pecuniary interest in this item as he is a Waste Management Consultant.</p> <p>It was AGREED that the Panel note the content of the report.</p>
Outcome	Information noted.
Link Officer	Gary Squire

<b>Date of Meeting</b>	<b>2 November 2017</b>
Subject	<b>Review of Work Programme 2017/18</b>
Type of Item	Review
Action by Panel	The Panel considered a report by the Director of Operations which reviewed the Panel's work programme for 2017/18. It was AGREED that the Panel confirm the programme of items for 2017/18, as set out in Appendix A to the report.
Outcome	Report noted.
Link Officer	Mark Bowler
Subject	<b>Members Open Forum</b>
Type of Item	Question and Answer
Action by Panel	<p>The Chairman invited Councillor Ford to address the Panel as he had submitted a question.</p> <p>His question was "It appears that re-cycling percentages are pretty flat so what could be the next initiative. I reckon that even amongst enthusiastic re-cyclers kitchen waste that goes into the 'under the sink' bin contains both re-cyclable and non-recyclable material. The full bag will then go into the green top bin. Short of providing a kitchen caddy, are there any thoughts or tips we can offer households to help them separate materials within the kitchen?"</p> <p>The Chairman then provided the following response; "The levelling-off of recycling rates is a national trend, which is replicated across Hampshire as well as Fareham. The reasons for the trend will vary according to the area.</p> <p>There is undoubtedly an element of recycling fatigue, and people citing confusion about what materials are accepted by re-processors has been rising, with the effect that the sorting has become more stringent in order to protect the market the materials are sent to.</p> <p>The contamination rates in Fareham (i.e. non-recyclable materials put in the recycling bins) at 10% is the second lowest in Hampshire; the average across PI is just under 13%, with some authorities at 18%.</p> <p>Within Fareham, we are currently putting our efforts into focusing on food waste, with our Food Saver Champion, Barbara Cowie, working on a project funded by Sainsbury's. Events have been held in Sainsbury's, local libraries, markets and Council Connect and we have given presentations in several schools. We are working closely with the Communications team to maximise use of social media.</p> <p>We are asking householder to keep a food diary for a week, to highlight just how much food is wasted; to date 1226 diaries</p>

	<p>have been issued. We are producing 'doggy bags' for restaurants to offer diners. The children's competition to design the bag has just closed, 1550 competition forms were delivered to local schools. We are also issuing 'Welcome packs' to new tenants in Council and Housing Association properties, with tools and tips to avoid food waste.</p> <p>Generally, raising awareness of one aspect of waste, such as food, has a knock-on effect on improving recycling as people are reminded of the issue. It is accepted good practice that a drip-drip effect if continual reminders is required to maintain recycling rates.</p> <p>We send an annual bin collection calendar which includes a reminder of what can be recycled. This year's calendars were delivered during October. During 2016 we delivered 2000 bags to residents in flats to store recyclable materials, to discourage plastic bags in the recycling bins.</p> <p>Project Integra are working with a Behavioural Insight team to look at the reasons people are not recycling, and develop a targeted campaign to encourage recycling. We are proposing that Fareham would like to be a pilot for the project."</p> <p>At the invitation of the Chairman, Councillor Miss Harper, Executive Member for Streetscene, addressed the Panel on this item.</p> <p>Councillor Price enquired as to whether the 'welcome pack' that is being given out to new Council and Housing Association tenants could also be given to local Estate Agents so that they could be given out to new tenants in privately rented properties. The Head of Streetscene agreed that this could be looked into.</p> <p>It was suggested that the ideas from the Behavioural Insights team could be presented to the Panel or to all Members as a briefing session.</p> <p>The Chairman thanked Officers and Members for their participation in the Members Open Forum.</p>
Outcome	Completed
Link Officer	Mark Bowler
Subject	<b>Review of the Hedge Cutting Contract</b>
Type of Item	Information
Action by Panel	<p>The Panel considered a report by the Director of Operations on a review of the Hedge Cutting Contract.</p> <p>At the invitation of Chairman, Councillors Mrs Ellis, Ford, JP and Miss Harper, Executive Member for Streetscene addressed the Panel on this item.</p>

	<p>It was AGREED that the Panel:-</p> <p>(a) note the content of the report; and</p> <p>(b) recommend Option 3 to the Executive as the preferred option for endorsement.</p>
Outcome	<p>Report went to 8 January 2018 Executive Meeting, their decision was;- RESOLVED that the Executive approves the recommendation as outlined in the report.</p>
Link Officer	Mick Gore

**STREETSCENE POLICY DEVELOPMENT AND REVIEW PANEL – DRAFT WORK  
PROGRAMME 2018/19**

<b>Date</b>	<b>Subject</b>	<b>Type of Item</b>
7 June 2018	<ul style="list-style-type: none"> <li>• Review of Work Programme 2018/19</li> </ul>	Programming
	<ul style="list-style-type: none"> <li>• Presentation on Streetscene Services and Key Achievements</li> </ul>	Presentation
12 July 2018	<ul style="list-style-type: none"> <li>• Review of Work Programme 2018/19</li> </ul>	Programming
	<ul style="list-style-type: none"> <li>• Members Tour – To visit Streetscene Services in the Borough during the day prior to the evening meeting.</li> </ul>	
	<ul style="list-style-type: none"> <li>• Discussion on Issues Emerging from Members Tour</li> </ul>	
	<ul style="list-style-type: none"> <li>• Review of Recycling</li> </ul>	
6 September 2018	<ul style="list-style-type: none"> <li>• Review of Work Programme 2018/19</li> </ul>	Programming
	<ul style="list-style-type: none"> <li>• Review of Trade Waste Service</li> </ul>	
	<ul style="list-style-type: none"> <li>• Review of Textiles Recycling</li> </ul>	
	<ul style="list-style-type: none"> <li>•</li> </ul>	
1 November 2018	<ul style="list-style-type: none"> <li>• Review of Work Programme 2018/19</li> </ul>	Programming
	<ul style="list-style-type: none"> <li>• Review of Grounds Maintenance</li> </ul>	
	<ul style="list-style-type: none"> <li>• Review of Public Toilets</li> </ul>	
31 January 2019	<ul style="list-style-type: none"> <li>• Preliminary Review of Work Programme 2018/19 &amp; Draft Work Programme 2019/20</li> </ul>	Programming
	<ul style="list-style-type: none"> <li>• Review of Street Cleansing</li> </ul>	
	<ul style="list-style-type: none"> <li>• Countryside Service Presentation</li> </ul>	
	<ul style="list-style-type: none"> <li>•</li> </ul>	
14 March 2019	<ul style="list-style-type: none"> <li>• Final review of the Work Programme for 2018/19 and Draft Work Programme 2019/20</li> </ul>	Programming

	<ul style="list-style-type: none"><li>• Review of Bus Shelter Contract</li></ul>	
	<ul style="list-style-type: none"><li>•</li></ul>	
	<ul style="list-style-type: none"><li>•</li></ul>	



# FAREHAM

## BOROUGH COUNCIL

### **Report to Streetscene Policy Development and Review Panel**

**Date**                    **25 January 2018**

**Report of:**            **Head of Streetscene**

**Subject:**                **REVIEW OF REFUSE COLLECTION SERVICE**

#### **SUMMARY**

The purpose of this report is to provide a summary of the Council's Refuse Collection Service.

#### **RECOMMENDATION**

That the Panel notes the content of this report.

## INTRODUCTION

1. Local authorities have a statutory duty under the Environmental Protection Act 1990 to arrange for the collection of household waste in its area.
2. To comply with the legislation the Council provides a service that is responsible for the following operations
  - (a) Residual waste collections
  - (b) Dry mixed recycling collections
3. This report considers the Residual Waste Collection Service only as Recycling was covered in a previous report that came to the Panel in September 2017.

## SERVICE OPERATION

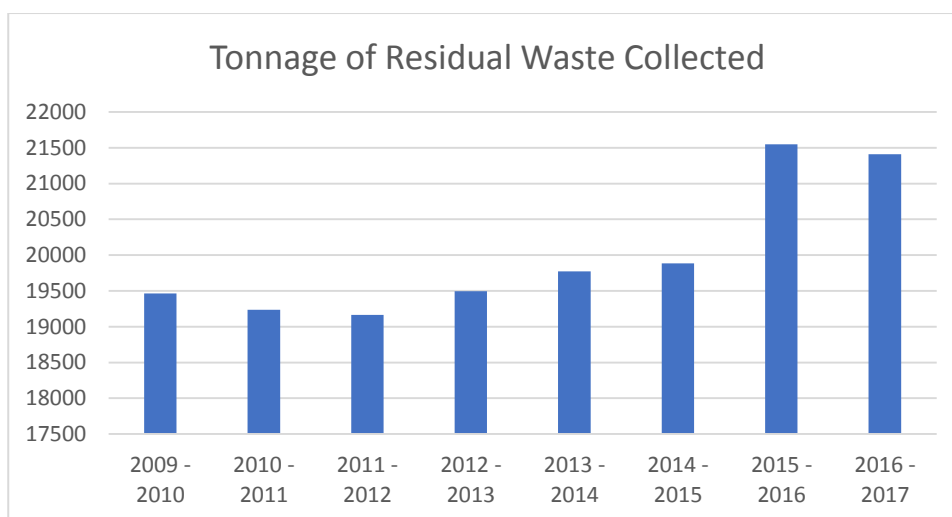
4. The service is delivered by dividing the Borough into eight frontline collection rounds. Four of the rounds operate in the East of the Borough and four in the West of the Borough. To facilitate alternate weekly collections, when one side on the Borough is receiving a residual collection the other side will be receiving a recycling collection. The eight areas are listed below:

East		West	
Area 1	Portchester	Area 5	Stubbington & Hillhead
Area 2	Central Fareham	Area 6	Titchfield
Area 3	Fareham North	Area 7	Warsash / Locks Heath
Area 4	Fareham South	Area 8	Whiteley / Parkgate

5. The eight crews empty on average 1236 bins a day with an average weekly total of 6211 per crew, totalling over 49000 collections per week. The eight frontline rounds are supplemented by two narrow access vehicle (NAV) rounds.
6. The NAV rounds operate in areas across the Borough where access for the large refuse vehicles is restricted due to size, manoeuvrability and weight restriction. The NAV rounds operate weekly on Wednesday (one vehicle) and Thursday (two vehicles). A total of 781 properties receive this service.
7. The Borough has 36 blocks of flats that, upon commencement of alternate weekly collections in 2005, had insufficient storage facilities to accommodate fortnightly residual collections. These properties receive a weekly residual waste collection.

## WASTE COLLECTION AND DISPOSAL

8. The total tonnages collected for disposal of waste for the past eight years are shown in table below:



9. The increase in tonnage from 2015/16 reflects the increasing number of properties being built in the Borough, particularly in the West with developments such as Strawberry Fields and Coldeast.
10. Since 2007 there has been an increase of some 3250 properties across the Borough, with the higher number occurring in the West of the Borough. The capacity of some of the collection rounds is currently under review, with the intention of undertaking some round re-balancing to accommodate the continuing increase in new properties being built in the Borough.
11. The projections for new dwellings over the next 5 years is a further 1728 properties (as per Nov.17 data). However, this doesn't include some of the large applications in for sites, such as in Warsash, which don't yet have a planning decision. The Councils target for new housing is to have over 400 new homes built each year with over 9,000 new homes between now and 2036.

## FINANCIAL INFORMATION

12. The total cost of the service for 2016/17 was £1,007,000 with an Income of £15,000 generated from the sale of bins. The cost of a new refuse freighter represents a significant capital expenditure for the service. The cost of the latest Euro6 26 tonne refuse freighter is £162,635.
13. There are currently 10 vehicles used to collect refuse and dry mixed recyclables which, taking account of purchase cost less depreciation, have a capital value of £779,154.

## SERVICE DEVELOPMENT

14. A review of Refuse & Recycling service is currently ongoing, as part of the wider Streetscene Vanguard intervention. This is currently focused on the area of the service which has the highest customer demand.

15. Training needs continue to be identified and delivered to provide service resilience and opportunities for career development. Three loaders have successfully undertaken HGV driver training with the most recent person passing his test in December 2017. CPC (certificate of professional competence) driver training is midway through a two-year plan for renewal with most drivers requiring renewed qualification by 2019.
16. In November 2016, an order was placed with Dennis for the purchase of three 26 tonne refuse vehicles, all of which complied with the Euro 6 emission regulations. Delivery of the first vehicle was taken in April 2017 with the remaining two delivered in June 2017. Three new 26 tonne refuse vehicles are due to be purchased in 2018 with a proposed delivery date of two in March 2018 and one in November 2018. A replacement narrow access vehicle has just been ordered which also meets the Euro 6 requirements and is due delivery April 2018.

## **CONCLUSION**

17. The report provides a summary of the key operational aspects of the Residual Waste collection service, which is integrated with Recycling collection operation. Although the components of the service are relatively straightforward, collecting residual waste from the 49,000 properties in the Borough of Fareham presents a logistical challenge.
18. In the resident's surveys, previously undertaken by the Council, the collection of residual waste rated as the most important service delivered by the Council.
19. The current schedule of 8 collection rounds has been in place since 2007. There has been a steady increase in the number new properties built and the service has managed to make minor adjustments to accommodate the additional collections.
20. However, some of the rounds, particularly in the West of the Borough, are near capacity. In addition, the projected development of new properties over the coming years means there is a need to review the current collection arrangements. This will ensure the service can continue to provide an efficient and effective residual waste collection service for the residents of the Borough.
21. The continued property growth will mean consideration to the formation of a ninth collection round. However, this process would be incremental with additional collection days added as the property number and capacity demands increase.

**Background Papers: None**

**Reference Papers: None**

**Enquiries:**

For further information on this report please contact Gary Squire. (Ext 4847)