

26 March 2018

ENVIRONMENT COMMITTEE

A meeting of the Environment Committee will be held on **THURSDAY 5 APRIL 2018** in the Council Chamber, Ebley Mill, Ebley Wharf, Stroud at **7.00 pm.**



David Hagg
Chief Executive

Please Note: This meeting will be filmed for live or subsequent broadcast via the Council's internet site (www.stroud.gov.uk). By entering the Council Chamber you are consenting to being filmed. The whole of the meeting will be filmed except where there are confidential or exempt items, which may need to be considered in the absence of the press and public.

AGENDA

- 1 **APOLOGIES**
To receive apologies for absence.
- 2 **DECLARATIONS OF INTEREST**
To receive declarations of interest.
- 3 **MINUTES**
To approve the minutes of the meeting held on 8 February 2018.
- 4 **PUBLIC QUESTION TIME**
The Chair of Committee will answer questions from members of the public submitted in accordance with the Council's procedures.
DEADLINE FOR RECEIPT OF QUESTIONS
Noon on THURSDAY 29 MARCH 2018.
Questions must be submitted in writing to the Chief Executive, Democratic Services, Ebley Mill, Ebley Wharf, Stroud and sent by post or by Email:
democratic.services@stroud.gov.uk

5 WORK PROGRAMME AND AGENDA PLANNING

To consider the above.

6 CAPITAL PROGRAMME MONITORING

- a) Stroud District Cycling & Walking Plan
- b) Wallbridge Gateway Site
- c) Canal Regeneration (C2C)
- d) Multi Service Contract – Vehicle Replacement
- e) Market Town Centres Initiative Fund

7 MEMBER REPORTS

- a) Stroud Concordat
- b) Planning Review Panel
- c) Update from the Waste and Recycling Task and Finish Group
- d) Performance Monitoring
- e) Update on the Environment Strategy

8 BUDGET MONITORING REPORT 2017/18 P3

To receive a report on the forecast of the outturn position against the revenue budget and capital programme for 2017/18.

9 ENVIRONMENTAL MANAGEMENT SYSTEM (EMS) OPTIONS

To consider the Environmental Management System accreditation options.

10 MEMBERS' QUESTIONS

See Agenda Item 4 for deadline for submission.

Members of Environment Committee

Councillor Simon Pickering (Chair)
Councillor Paul Denney (Vice-Chair)
Councillor Chris Brine
Councillor Jim Dewey
Councillor Chas Fellows
Councillor Alison Hayward

Councillor Skeena Rathor
Councillor Haydn Sutton
Councillor Brian Tipper
Councillor Jessica Tomblin
Councillor Ken Tucker
Councillor Tim Williams

ENVIRONMENT COMMITTEE

8 February 2018

7.05 pm – 8.40 pm

Council Chamber, Ebley Mill, Stroud

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Minutes

Membership

Councillor Simon Pickering (Chair)	P	Councillor Skeena Rathor	P
Councillor Paul Denney (Vice-Chair)	A	Councillor Haydn Sutton	P
Councillor Chris Brine	P	Councillor Brian Tipper	P
Councillor Jim Dewey	P	Councillor Jessica Tomblin	P
Councillor Chas Fellows	A	Councillor Ken Tucker	P
Councillor Alison Hayward	P	Councillor Tim Williams	P

P = Present **A = Absent**

Other Member Present

Councillor Nigel Studdert-Kennedy

Officers in Attendance

Director of Development Services
Senior Planning Strategy Officer

Democratic Services Officer
Elections Officer

EC.037

APOLOGIES

Apologies for absence were received from Councillors Paul Denney and Chas Fellows.

EC.038

DECLARATIONS OF INTEREST

There were no declarations of interest.

EC.039

MINUTES

RESOLVED

That the Minutes of the Meeting held on 14 December 2017 are approved as a correct record and signed by the Chair.

EC.040

PUBLIC QUESTION TIME

There were none.

EC.041**WORK PROGRAMME AND AGENDA PLANNING**

Members listed items that they would like added to the work programme for future discussion:-

- The Council's involvement in single use plastics (3 groups had contacted the Chair who would like to see Stroud District plastic free).
- Review of the Environmental Strategy – this was being reviewed and a report would be presented to Committee. This would then be reviewed annually.
- EMAS Accreditation – because of Brexit the Council will not be able to try to gain this accreditation and will be looking into the pros and cons of moving towards the ISO14001 standard, which is recognised in the UK. A report would be presented to Committee.
- Recycling – more needs to be done to raise public awareness on what can/cannot be recycled, suggestions included summary sheets and visits to schools.
- The implications of Javelin Park – this would be included in a report from the Waste and Recycling Task and Finish Group in April or June's meeting.
- A report for the preferred strategy for the Local Plan which would have a recommendation to Council.

RESOLVED

To note the above.

EC.042**MEMBER REPORTS**

- a) Stroud Concordat - Councillor Pickering outlined the report (a copy had been circulated last week).
- b) Planning Review Panel – a verbal update was given by Councillor Nigel Studdert-Kennedy (copies were available at the meeting).
- c) Update from the Waste and Recycling Task and Finish Group – the contract was running well with the level of recycling higher than expected. Street cleaning was reasonable but there were still complaints because of missed bin collections. Changes would have to be implemented and clear options would be presented to a future meeting.
- d) Performance Monitoring – the report that had been agreed at Strategy and Resources Committee on 18 January 2018 from the Task and Finish Group and had been circulated prior to the meeting. Members welcomed the report and recognised the importance of scrutinising decisions. The Chair, Vice-Chair and Performance Monitors would work together and make a verbal report to committee.
- e) Environmental Strategy – an update would be provided by Councillor Denney at the next meeting.

EC.043**STROUD DISTRICT HERITAGE STRATEGY;
SUPPLEMENTARY PLANNING ADVICE**

The Senior Planning Strategy Officer outlined the above report and answered members' questions.

The Chair proposed an amendment to the decision box by adding a new paragraph “(c) To delegate authority to the Director of Development Services to make minor textual changes to Appendix A to improve clarity and understanding”. This would enable minor changes to be undertaken and was seconded by Councillor Tim Williams.

Members were very supportive of the Stroud District Heritage Strategy and unanimously

RESOLVED

- (a) To adopt the Stroud District Heritage Strategy as Supplementary Planning Advice.**
- (b) To agree the use of the Objectives and Strategy Priorities therein as a basis for the drafting of a Heritage Action Plan.**
- (c) To delegate authority to the Director of Development Services to make minor textual and presentation changes to Appendix A to improve clarity and understanding.**

EC.044

MEMBERS' QUESTIONS

There were none.

The meeting ended at 8.40 pm.

Chair

**STROUD DISTRICT COUNCIL
ENVIRONMENT COMMITTEE**

**AGENDA
ITEM NO**

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5 APRIL 2018

WORK PROGRAMME

Date of meeting	Matter to be considered (ie insert report/project title)	Notes (eg lead member and officer)
07.06.18	Work Programme 2017/18	Leads: Chair and Director of Development Services
	Capital Project Monitoring a) Canal Regeneration (C2C) b) Market Town Centres Initiative Fund c) Wallbridge Gateway Site d) Stroud District Cycling & Walking Plan e) Multi-Service Contract – Vehicle Replacement	Leads: Canal Project Manager Director of Development Services Director of Development Services Director of Development Services Director of Customer Services
	Member Reports a) Planning Review Panel b) Stroud Concordat c) Performance Monitoring d) Waste and Recycling Task and Finish Group	Leads: Cllr N Studdert-Kennedy Cllr S Pickering Cllrs A Hayward, H Sutton Cllr S Pickering
	Budget Monitoring Report 2017/18	Lead: Accountancy Manager
	Environment Strategy and reviewed annually thereafter	Lead: Director of Development Services
	Recycling	Lead: Director of Development Services
	Implications of Javelin Park (inc in report from Waste and Recycling T&FG)	Lead: Director of Development Services
	13.09.18	Work Programme 2017/18
Capital Project Monitoring a) Canal Regeneration (C2C) b) Market Town Centres Initiative Fund c) Wallbridge Gateway Site d) Stroud District Cycling & Walking Plan e) Multi-Service Contract – Vehicle Replacement		Leads: Canal Project Manager Director of Development Services Director of Development Services Director of Development Services Director of Customer Services
Member Reports a) Planning Review Panel b) Stroud Concordat c) Performance Monitoring d) Waste and Recycling Task and Finish Group		Leads: Cllr N Studdert-Kennedy Cllr S Pickering Cllrs A Hayward, H Sutton Cllr S Pickering
Budget Monitoring Report 2017/18		Lead: Accountancy Manager
The Local Plan Preferred Strategy		Lead: Planning Strategy Manager

Date of meeting	Matter to be considered (ie insert report/project title)	Notes (eg lead member and officer)
13.12.18	Work Programme 2017/18	Leads: Chair and Director of Development Services
	Capital Project Monitoring a) Canal Regeneration (C2C) b) Market Town Centres Initiative Fund c) Wallbridge Gateway Site d) Stroud District Cycling & Walking Plan e) Multi-Service Contract – Vehicle Replacement	Leads: Canal Project Manager Director of Development Services Director of Development Services Director of Development Services Director of Customer Services
	Member Reports a) Planning Review Panel b) Stroud Concordat c) Performance Monitoring d) Waste and Recycling Task and Finish Group	Leads: Cllr N Studdert-Kennedy Cllr S Pickering Cllrs A Hayward, H Sutton Cllr S Pickering
	Budget Monitoring Report 2017/18	Lead: Accountancy Manager
07.02.19	Work Programme 2017/18	Leads: Chair and Director of Development Services
	Capital Project Monitoring a) Canal Regeneration (C2C) b) Market Town Centres Initiative Fund c) Wallbridge Gateway Site d) Stroud District Cycling & Walking Plan e) Multi-Service Contract – Vehicle Replacement	Leads: Canal Project Manager Director of Development Services Director of Development Services Director of Development Services Director of Customer Services
	Member Reports a) Planning Review Panel b) Stroud Concordat c) Waste and Recycling Task and Finish Group	Leads: Cllr N Studdert-Kennedy Cllr S Pickering Cllr S Pickering
	Budget Monitoring Report 2017/18	Lead: Accountancy Manager
28.03.19	Work Programme 2017/18	Leads: Chair and Director of Development Services
	Capital Project Monitoring a) Canal Regeneration (C2C) b) Market Town Centres Initiative Fund c) Wallbridge Gateway Site d) Stroud District Cycling & Walking Plan e) Multi-Service Contract – Vehicle Replacement	Leads: Canal Project Manager Director of Development Services Director of Development Services Director of Development Services Director of Customer Services
	Member Reports a) Planning Review Panel b) Stroud Concordat c) Performance Monitoring d) Waste and Recycling Task and Finish Group	Leads: Cllr N Studdert-Kennedy Cllr S Pickering Cllrs A Hayward, H Sutton Cllr S Pickering
	Budget Monitoring Report 2017/18	Lead: Accountancy Manager

STROUD DISTRICT COUNCIL
ENVIRONMENT COMMITTEE

**AGENDA
ITEM NO**

5 APRIL 2018

6

Report Title	CAPITAL PROJECT MONITORING
Purpose of Report	To inform the Committee of progress on capital projects within its remit.
Decision(s)	The Committee resolves to: Note the project updates within the report.
Consultation and Feedback	Details are contained within the body of the report.
Financial Implications and Risk Assessment	<p>This committee has oversight and responsibility for the capital projects outlined in the report.</p> <p>Adjustments will be made to future year's allocations and may necessitate a further decision once the outcome from the efficiency work with Ubico has concluded.</p> <p>The Capital programme assumed a funding position based on the budget profiles set out in the February 2018 MTFP. If projects are delayed or are not able to achieve the desired outcomes and do not progress, then the capital budget would remain unspent and not reallocated to additional projects without consideration by the council as part of the 2019/20 budget setting process. Any change in expenditure outside of the agreed budget must be reported separately.</p> <p>David Stanley – Accountancy Manager (s151 Officer) Tel 01453 754100 Email david.stanley@stroud.gov.uk</p>
Legal Implications	<p>This report is for information purposes only. There are no specific decisions required. Legal advice on each capital project will be provided as appropriate and required. Any strategic risks pertinent to the programmes should be referred to in the Strategic Risk Register.</p> <p>Craig Hallett, Solicitor Tel: 01453 754364 Email: craig.hallett@stroud.gov.uk RC21.3CD22.03</p>

Report Authors	<p>Barry Wyatt, Strategic Head of Development Services Tel 01453 754210 Email: barry.wyatt@stroud.gov.uk</p> <p>Jon Ponterfract, Volunteers Manager Email jon.ponterfract@stroud.gov.uk Tel 01453 754646</p> <p>Mike Hammond Head of Community Services Email Mike Hammond@stroud.gov.uk Tel 01453 754447</p> <p>Gideon Darley, Regeneration Officer (Business) Email gideon.darley@stroud.gov.uk Tel 01453 754301</p>
Options	The report is for information only. Any decision to re define projects outside of the scope of the capital programme would need to be recommended to Strategy and Resources Committee.
Performance Management Follow Up	Update reports are to be supplied to this committee on a regular basis.
Background Papers/ Appendices	None

Introduction

1. The following report provides an executive summary of each of the Capital Projects within the remit of the Environment Committee.
2. The purpose of this report is both to advise the Committee of progress with the capital projects and to recommend decisions to members.

Stroud District Cycling & Walking Plan

3. The Council has allocated a sum of £300,000 to a Stroud District Cycling and Walking Plan and Environment Committee has previously agreed the scope of the Plan.
4. A meeting was held, 17 January 2018, with representatives of the County Council (GCC), officers and Members, to specifically discuss the Nailsworth/Dudbridge Cycle Route. GCC have provided some preliminary costings for the resurfacing of the route and further work will now be undertaken to develop the proposals, including producing a timeline for works and identifying appropriate funding.
5. As discussed at previous Committee meetings and the withdrawal of an application to the RDPE Growth Programme related to the Cam & Dursley Greenway, we undertook to convene a strategic meeting with representatives of GCC to discuss the Stroud District Cycling and Walking Plan and its contingent routes. The aim being to better understand the level of resource and commitment GCC are able to provide, particularly in

light of forthcoming changes to Highways Management, while matching that with the support SDC is providing. A recent meeting was cancelled due to the need for GCC highway officers to focus on highway issues resulting from recent weather evenest. The meeting should now take place on the 28th March.

6. A small amount of funding has been agreed with both Stroud and Stonehouse Town Councils as potential match for their bids to the GWR Customer & Communities Improvement Fund. Both bids relate to improving cycling access/parking/signage at the respective stations.
7. A £1K, match funded, contribution has also been agreed towards the cost of the Wotton, Charfield and Kingswood Greenway Feasibility Study.
8. Gloucestershire Wildlife Trust (GWT) have had their EOI to the European Regional Development Fund (ERDF) call under the Preserving and Protecting the Environment and Promoting Resource Efficiency strand endorsed and will now move to full application. The project focuses on improving biodiversity, delivered in three clusters of market towns across the County. In the Stroud cluster the project will take place along the Nailsworth to Stonehouse corridor, using the cycle path as the catalyst to improve biodiversity and green infrastructure along and beside the route. This would include improvements to the cycle path and it is on that basis that support has been offered to the GWT and a meeting with the project lead is due to take place at the end of March.
9. Council agreed on 28th January that the capital budget for the Stroud District Cycling and Walking Plan would be re-profiled reflecting anticipated expenditure plans.

Wallbridge Gateway Site

10. Discussions have continued with Stroud Town Council, Gloucestershire County Council (GCC) and Ecotricity on the design, costs, funding and implementation of a landscaping scheme for the land at Wallbridge.
11. A design brief has been agreed internally and with partners, but the procurement of a landscape architect was delayed to allow Stroud Town Council to undertake some 'Neighbourhood Consultation' at the Upper Lock Cafe, adjacent to the Wallbridge site, on the 25th January. This was to give an opportunity to those who live or work in the vicinity to raise any concerns or provide suggestions related to the Wallbridge redevelopment and for any feedback from this consultation to be incorporated within the design brief.
12. The procurement is now live, with returns required by the 6th April and an evaluation meeting due to take place on the 11th April.
13. Consideration is still being given to undertaking ground investigations ahead of any appointment but this is unlikely to take place until work on the brewery wall and subsequent site clearance has taken place, expected to be completed soon.

14. Council agreed on 28th January that the capital budget for 'Gateway Site (Wallbridge)' would be re-profiled to reflect timing of expenditure expected in 2018/19 whilst plans are finalised for the scheme.

Canal Regeneration

15. The Council has allocated £3m as matched funding towards a Heritage Lottery Fund (HLF) bid which was submitted on the 30th November. The Council is the lead partner in this bid, working closely with the Cotswold Canals Trust (CCT). An assessment visit by the Heritage Lottery Fund trustees took place on the 5th March to assess the bid for £9.8 million. The outcome of this bid is likely to be known on the 24th of April. A successful bid would enable restoration of a 4 mile length of canal West of Stonehouse to Saul Junction; connecting Stroud to the national waterway network.
16. Some volunteer-led work has already been undertaken in advance of the bid – primarily channel clearance west of the A38 at Whitminster, with more planned. CCT has opened a new Visitor Centre at Bond's Mill, where overhanging trees have been cut back. Exploratory work was undertaken to assess the level of survival of the remains of Westfield Lock. Waterway Recovery Group volunteers are currently constructing a new bypass at Dock Lock. A 150m stretch of towpath between Pike Bridge and Dock Lock has been upgraded by visiting teams from Ecotricity and National Grid, together with our own volunteers.
17. Alongside these, several pieces of work have been commissioned which will have the effects of both enhancing the bid and removing perceived risk. These include a heritage assessment, flood risk assessment, economic and social output projections and an outline planning application in respect of the 'missing mile'.
18. Other work outside of the £3m allocation continues at Wallbridge Lower Lock, Bowbridge Ramp, the old Stroud Brewery Wall, and the electrification of Lodgemore Lift Bridge.

Multi-Service Contract – Vehicle Replacement

19. Council has agreed an annual budget of £250k for the period of four years 2016/17 to 2020/21, for a capital programme of vehicle replacements for services covered by the Multi Service Contract.
20. The Vehicle Replacement Programme (VRP) produced by Ubico, and agreed by officers in June 2016, is revisited each year to identify necessary changes to the fleet. These changes are determined by operational needs and the remaining useful life and economic cost of maintaining individual vehicles; in an effort to maximise productive use of fleet resources and improve service efficiencies, vehicles that have become surplus to requirements are sold and income reinvested within the fleet; the vehicle fleet currently comprises of an agreed mix of new and used vehicles.

21. Officers have undertaken the first review of the VRP with Ubico. The financing of certain vehicles will be moved from ongoing hire to long term purchases; these changes will result in corresponding revenue savings. A number of vehicles have become surplus to requirements and will be sold; income from sales has been allocated to providing replacements within the fleet. The review outcome identified a need to pull forward a capital spend of £84k from the budgeted profile.
22. The decision by Strategy and Resources in October 2017 to approve the increased capital was confirmed with Ubico. A further meeting has taken place in respect of the council's Fleet requirements with Ubico. A number of purchase options are currently being considered; the council's preferred option is yet to be finalised.

Market Town Centres Initiative Fund

23. The Council has allocated a budget of £200,000 to support capital projects within town centres, subject to match funding coming from the host town council. The design of the 'offer' has yet to be finalised but the fund is intended to include the five towns, Stroud, Nailsworth, Stonehouse, Dursley and Wotton-under-Edge, as identified in the 'Future of Town Centres' report. Town Councils are being contacted to gauge interest and outline potential schemes that could be suitable for support.
24. Council agreed on 28th January that the capital budget for the Market Town Centres Initiative Fund would be re-profiled reflecting anticipated expenditure plans.

STROUD DISTRICT COUNCIL
ENVIRONMENT COMMITTEE

**AGENDA
ITEM NO**

5 APRIL 2018

8

Report Title	BUDGET MONITORING REPORT 2017/18 P3
Purpose of Report	To present to the Committee a forecast of the Outturn position against the revenue budget and Capital programme for 2017/18.
Decision(s)	The Committee RESOLVES: a) to note the outturn forecast for the General Fund Revenue budget and the Capital programme for this Committee.
Financial Implications and Risk Assessment	The Outturn forecast for the Committee's revenue budget is net overspend of £100k, after taking into account the transfer of the Building Control surplus to the Building Control Partnership reserve. This will be included in the overall GF outturn forecast reported to Strategy and Resources Committee in April 2018. The financial performance across the Multi Service Contract remains a significant concern. Paragraph 13 of the report highlights the implications for 2018/19 and proposes the establishment of an earmarked reserve, funded from the anticipated surplus on the General Fund to mitigate the likely overspend. David Stanley – Accountancy Manager Tel: 01453 754100 Email: david.stanley@stroud.gov.uk
Legal Implications	This report is provided for information purposes only, there are no legal implications to report. Any strategic risks pertinent should be referred to in the Strategic Risk Register. Craig Hallett, Solicitor & Deputy Monitoring Officer Tel: 01453 754364 Email: craig.hallett@stroud.gov.uk (Ref: rc21.3d22.3)

Report Author	Adele Rudkin, Accountant Tel: 01453 754109 Email: adele.rudkin@stroud.gov.uk
Options	None
Performance Management Follow Up	This is the last Financial Report for 2017/18. Budgets will continue to be monitored on a regular basis by budget holders supported by Finance. The outturn position will be reported to Strategy and Resources committee in May 2018.
Background Papers/ Appendices	Appendix A

Background

1. This report provides the second monitoring position statement for the financial year 2017/18. The purpose of this report is to notify members of any known significant variations to budgets for the current financial year, highlight any key issues, and to inform members of any action to be taken if required.
2. **Due to the volume of information contained in the report, it would be helpful where members have questions on matters of detail if they could be referred to the report author or the appropriate service manager before the meeting.**

Revenue Budget position

3. Council approved the General Fund revenue budget at its meeting in February 2017.
4. The latest budget for Environment Committee is £5.093m this takes into account carry forwards from 2016/17 and further revision to the budget for the Workforce Planning savings that were approved by Council at their meeting in January 2018. (The Original Budget was £5.124m).
5. The monitoring position for the service at 31 December 2017 shows a projected net overspend of **£100k** against the latest budget, as summarised in Table 1. This overspend is stated net of transfers to reserves and carry forwards. The overall position on the General Fund will be considered by Strategy and Resources committee at their meeting in April 2018.
6. The outturn position is mainly attributable to the major items outlined in Table 2 with an explanation of the significant variances that have arisen. (a significant variation is defined as being +/- £20,000 on each reporting line). Appendix A provides a more detailed breakdown on the committee's budgets
7. Table 3 shows the Capital spend and Projected outturn for the Environment Committee for 2017/18.

Table1 – Revenue budgets Environment Committee 2017/18

Environment Committee	Para Refs	2017/18 Original Budget (£'000)	2017/18 Revised Budget (£'000)	2017/18 Forecast Outturn (£'000)	2017/18 Outurn Variance (£'000)
Canal		7	7	7	0
Strategic Head (Development Services)		115	115	115	0
Head of Environmental Health		69	69	71	2
Environmental Health	9	837	870	662	(208)
Statutory Building Control	10	168	168	168	(0)
Planning Strategy/Local Plan	11	319	304	275	(28)
Development Control	12	182	182	103	(79)
Economic Development		187	160	142	(19)
Carbon Management		93	71	61	(10)
Waste and Recycling	13	2,546	2,546	2,952	406
Street Cleansing	13	601	601	638	37
Environment TOTAL		5,124	5,093	5,194	100

Note: Multi Service Contract Overspend will be offset by £400k contingency held centrally

8. The table below outlines the key variances for this Committee.

Table 2 - Headline Budget variances

Service	Para Refs	Overspend / (Underspend) (£'000's)
Environmental Health	9	
Environmental Health Service		(74)
Land Drainage		(134)
Planning Strategy	11	
Planning Strategy		(28)
Development Control	12	
Development Control -Income surplus		(93)
Waste and Recycling	13	
Refuse Collection - MS Contract		190
Multi-Bank Recycling Sites - MS Contract		(60)
Recycling and Environmental Initiatives - MS Contract		275
Street Cleansing	13	
Street Cleansing - MS Contract		37
Environment TOTAL		114

9. Environmental Health – (£208k) underspend/income surplus

(Jon Beckett xtn 4443, jon.beckett@stroud.gov.uk)

There are a number of variations that make up this underspend.

Salaries

A (£52k) saving has been forecast on salaries. There have been a number of in year vacancies that have now been filled or in the process of being recruited to. Any permanent savings have been dealt with through the workforce plan and taken out as part of the budget setting process.

Land Drainage – An (£80k) underspend is partly due to monies carried forward from previous years external funding from the County Council to fund land drainage enforcement work. It was intended to use the fund as matched funding for a bid for European funding for the Stroud valleys initiative, however unfortunately the bid was not successful. This is proposed to be carried forward for future match funding projects.

The income surplus of (£60k) is a combination of funding from the Environment Agency for flood prevention projects and S.106 monies for flood prevention work. For various reasons outside the control of the council, the projects will not be ready for delivery this year. This will be proposed as a carry forward for 2018/19.

Contaminated Land – There has been a (£17k) saving due to fewer contaminated land samples requiring analysis this year and specialist consultancy services not being required.

General savings have been achieved generally across the service, the most significant being in relation to professional training and seminars which although not required this year, will be required in future years due to staff being recently employed in career development posts.

10. Statutory Building Control – (£210k) underspend/income surplus

(Paul Bowley xtn 4250, paul.bowley@stroud.gov.uk)

Gloucestershire Building Control Partnership is a shared service with Gloucester City Council and hosted by Stroud. The service is provided under the auspices of the Building Act 1984, an element of the service is in competition with the private sector. The shared service was established on the 1st July 2015 and has resulted in an increase in income due to receiving applications from both Stroud and Gloucester areas.

There are in year salary savings of (£160k) as a result of 3 vacancies (Building Control Technician, Building Control Surveyor and a Principal post). Two of these posts have recently been filled. The Building Control Surveyor post will be reviewed against workload midway through 18/19. Any surplus/deficit will be transferred in to the trading account to re invest in the building control service

11. Planning Strategy – (£28k) underspend/income surplus

(Mark Russell xtn 4305, mark.russell@stroud.gov.uk)

The underspend reflects delays in commissioning studies on future housing and commercial land need whilst changes to Government planning policy were awaited. The Government is now intending to finalise changes to the NPPF in summer 2018 after which these studies can be commissioned. The expectation is that any underspend will be transferred into a Local Plan Reserve Fund to facilitate expenditure in future years.

Increased income is based on the decision of Government in March 2017 to make a grant payment for 2016/17 and for subsequent years to each local authority to reflect the new burden of producing an annual Brownfield Register. The first Register was completed by the Planning Strategy team by December 2018. The award letter referred to a payment for 2016/17 of £14,645 with further grant payments for 2017/18, 2018/19 and 2019/20, the amount of funding from 2016/17 onwards to be kept under review.

12. Development Control – (£79k) underspend / income surplus

(Geraldine LeCointe xtn 4233, geraldine.lecointe@stroud.gov.uk)

There are a number of reasons for the net variation on this budget which are outlined below.

Application Fees are forecasting a healthy surplus of (£169k). This additional income is based on the number and type of applications received at this time with the expected outcome similar to 2016/17. 2018/19 will also see an increase in all planning application fees by 20%.

There is a predicted Salary overspend of £36k. This variance is a year on year cost to cover additional staff directly employed to manage the planning application workload, which shows no signs of decreasing. This overspend is offset against the income surplus referred to above.

The Council's existing pre-application fee charges are significantly less than neighbouring districts and do not reflect the actual cost to the Council of providing this service to the public. The intention is to increase fees, principally for larger scale developments. Pre – application fees will be increased in April 2018. We intend to offer a high quality, efficient service, it is not anticipated that the fee increase will impact on the numbers of pre-application enquiries made, which is also increasing year on year.

13. Waste & Recycling – £406k overspend

Street Cleansing – £37k overspend

(Carlos Novoth xtn 4406, carlos.novoth@stroud.gov.uk)

Section 151 Officer narrative

The overall financial position on the Multi Service contract continues to put pressure on the Council's finances in the current financial year and over the medium term. Members will recall that £1.15m of additional funding was allocated in 2016/17 to support the increased costs of the Multi-Service Contract with Ubico and mitigate risk on a number of income streams.

The 2017/18 outturn position shown in this report is a worsened financial position. The net overspend on the Multi Service Contract is explained by the 2017/18 gross cost of the Ubico contract (£5.452m) which exceeds the available budget by around £820k. An additional £84k overspend has been forecast by Ubico, taking into account the additional income from Recycling Credits and the JWP Incentive Payment, there is a total projected net overspend on Multi-Service budgets of £492k. Members will recall that additional budget of £400k was approved for 2017/18.

The position for 2018/19 is likely to be worse for a number of reasons. The draft Ubico budget for 2018/19 shows an increase of £187k from £5.452m to £5.639m. This is, in part, offset by an improved level of income from incentive payments and recycling credits. Taking into account the planned reduction in the contingency budget of £200k (from £400k in 2017/18 to £200k in 2018/19), it is forecast that the Multi Service Contract will be overspent by £595k unless urgent decisions are taken around service provision options that reduce the net level of expenditure. Managers are currently in discussion with Ubico on a range of options.

Therefore, it would be prudent for Strategy and Resources committee, in reviewing the net General Fund position for 2017/18, to set aside funding in an earmarked reserve to provide some mitigating budgetary support in 2018/19 whilst service provision options to reduce costs are reviewed and implemented.

Non Ubico Service costs

Owing to the success of the new waste services, there has been a limited need for promotional activities thereby allowing a saving of (£80k) on the budget. Similarly, a full saving of (£55k) has been made against the budget allocation for garden waste administration owing to the success of the subscription process. Costs associated with 'Recyclate Waste Disposal' should be read together with the income the council receives from the sale of recycling materials 'Recyclate Waste Disposal Income' as this will show that the net cost of sorting the council's recycling materials have reduced and has therefore resulted in a net under-spend of (£24k)

on a net budget of £230k. A budget of £5k has been allocated for the purchase of black sacks for the street cleansing service.

Income

The 'Joint Waste Partnership (JWP) Incentive payment' supports the reduction in landfilled waste through incentive payments; the reduction in overall waste, diversion of recycling materials, food waste and garden waste all contribute towards this aim. The forecast income demonstrates the success of the service as a whole. Whilst not to the same degree, additional income has also been generated through recycling credits. Additional income has also been generated from an increase in the Bulky waste charge from September 2017. Income from garden waste collections, whilst under budget is forecast to significantly improve (in excess of £400k) in future years owing to operational changes.

Capital Programme

1. The Environment Capital Programme of £710k was approved by Council in January 2017. This has subsequently been revised to £909k following the approval of the carry forwards/slippage and profiling changes by Strategy and Resources Committee at their meeting in February 2018.
2. Capital budgets for the Stroud District Cycling and Walking Plan, Market Town Centres Initiative fund have been re-profiled reflecting anticipated expenditure plans in line with the updates provided through the Capital Monitoring reports. Gateway site (Wallbridge) has also been re-profiled to reflect the timing of expenditure expected on 2018/19 whilst plans are finalised for the scheme.
3. As part of the closure of accounts process, the relative split between capital and revenue expenditure across both phases of the Canal Restoration project is being reviewed. This is to ensure that expenditure is correctly treated as either capital or revenue in nature. It is likely that some expenditure will be reclassified as revenue thereby reducing the level of capital expenditure to the budgeted level. Expenditure reclassified as revenue can be absorbed by the overall projected surplus position on the General Fund.
At the same time, the overall external financing position on the Canal Phase 1a project will be finalised, and will recognise elements of additional income received from third parties to support specific cost elements
4. Table 3 below shows the Capital Outturn forecast for the Environment Committee 2017/18, projecting an outturn variance of £258k at this stage of the financial year.

Table 3 – Environment Committee Capital Programme

Environment Capital Schemes	2017/18 Revised Budget (£'000)	2017/18 Spend to date (£'000)	2017/18 Projected Outturn (£'000)	2017/18 Outturn Variance (£'000)
Canal	434	577	434	0
Stroud District Cycling & Walking Plan	0	0	0	0
Stroud Valleys Initiative	0	0	0	0
Market Town Centres Initiative fund	0	0	0	0
Wallbridge - Gateway	0	0	0	0
MSC - Vehicles	334	64	64	(270)
CMP - Ebley Mill Hydro	0	0	0	0
CMP - Heat & Power	141	153	153	12
TOTAL Capital	909	794	651	(258)

Appendix A

Environment Committee	Para Refs	2017/18 Original Budget (£'000)	2017/18 Revised Budget (£'000)	2017/18 Forecast Outturn (£'000)	2017/18 Outturn Variance (£'000)
Canal Partnership		7	7	7	0
Strategic Head (Development Services)		115	115	115	0
Head of Environmental Health		69	69	71	2
Environmental Health Team		149	149	127	(22)
Contaminated Land		32	32	16	(15)
Dog Warden Service		82	82	78	(4)
Environmental Protection		190	147	152	4
Food Safety		152	152	134	(18)
Health and Safety		88	88	75	(13)
Land Drainage		60	160	25	(134)
Public Health		41	44	31	(13)
Pest Control		28	2	11	9
Port Health		2	2	(0)	(2)
Planning Liaison		14	14	14	0
Environmental Health	9	837	870	662	(208)
Planning and Building Control Admin		255	255	256	0
Building Control		(128)	(97)	(97)	(0)
Securing Dangerous Structures		9	10	10	(0)
Building Regulation Enforcement / Advice		35	3	3	0
Street Naming		(4)	(4)	(4)	0
Building Control	10	168	168	168	(0)
Planning Strategy		319	304	275	(28)
Preparation of Core Strategy		0	0	0	0
Planning Strategy/Local Plan	11	319	304	275	(28)
Development Control		(94)	(94)	(187)	(93)
Trees		43	43	44	1
Conservation		58	58	64	6
Appeals		0	0	21	21
Planning Appeal Costs		70	70	67	(2)
Enforcement		108	108	94	(14)
Footpath Diversion		(2)	(2)	0	2
Development Control	12	182	182	103	(79)

Environment Committee	Para Refs	2017/18 Original Budget (£'000)	2017/18 Revised Budget (£'000)	2017/18 Forecast Outturn (£'000)	2017/18 Outturn Variance (£'000)
Economic Development		54	54	60	5
Market Town Projects		24	24	4	(20)
Regeneration		108	82	78	(4)
Economic Development		187	160	142	(19)
Carbon Management		93	71	61	(10)
Refuse Collection		1,203	1,116	1,306	190
Multi-Bank Recycling Sites		1,138	1,181	1,121	(60)
Recycling and Environmental Initiatives		205	250	525	275
Waste and Recycling	13	2,546	2,546	2,952	406
Street Cleansing	13	601	601	638	37
Environment Total		5,124	5,093	5,194	100

STROUD DISTRICT COUNCIL
ENVIRONMENT COMMITTEE

**AGENDA
ITEM NO**

5 APRIL 2018

9

Report Title	ENVIRONMENTAL MANAGEMENT SYSTEM (EMS) OPTIONS
Purpose of Report	To consider the Environmental Management System accreditation options.
Decision(s)	The Committee RESOLVES to Apply the EMS to ISO 14001:2015 standard.
Financial Implications and Risk Assessment	<p>There is currently adequate resource within the budget to apply the EMS to ISO 14001:2015 standard. The Council will need to ensure sufficient staff time available to co-ordinate and support the EMS.</p> <p>Adele Rudkin, Accountant Tel: 01453 754109 Email: adele.rudkin@stroud.gov.uk</p> <p>Risk Assessment EMS accreditations are discretionary activities however the verification process helps the Council maintain its good environmental reputation. Several of our contracts specify having an EMS. The environmental standards could slip as there would be no systematic approach of holding services to account.</p>
Legal Implications	<p>The adoption of ISO 14001 is voluntary (as was EMAS) and it is therefore for members to decide whether resources should continue to be directed to achieving an EMS accreditation.</p> <p>Mike Wallbank Solicitor Advocate and Deputy Monitoring Officer Tel: 01453 754362 Email: mike.wallbank@stroud.gov.uk</p>
Report Author	<p>Petula Davis, Principal Project Officer Tel: 01453 754289 Email: petula.davis@stroud.gov.uk</p>
Options	<ul style="list-style-type: none"> • Apply the EMS to ISO 14001:2015 • Stop EMS accreditation • Continue with a non-accredited EMS
Performance Management Follow Up	An EMS is fundamentally about managing performance and following up areas of concern which is brought together each year through the Annual Environmental Statement.

1. INTRODUCTION / BACKGROUND

- 1.1 The Environment has long been a focus for the District Council. It recognises the impact it has on the environment through the services it provides and that it has direct powers and responsibilities to comply, encourage and where necessary enforce. There is a significant amount of environmental legislation that the District Council must comply with, but it is not compulsory to have an Environmental Management System (EMS).
- 1.2 SDC first developed an environmental management system (EMS) in 1997 and has been maintained since. The EMS covers all direct services of SDC and is certified by external auditors to the European Eco Management & Audit Scheme standard (EMAS). This certification will expire on the 31 March 2018. It had been our intention to continue this accreditation for a further year, but our external verification auditors, along with several other providers, have ceased providing this service. The independent verification audit process has been a key delivery and reporting mechanism for the environment priority, through the annual Environmental Statement.
- 1.3 EMAS is based on the ISO 14001 framework (ISO - International Organization for Standardization environmental management). It is annually verified and we have consistently maintained the required standard. The rigor of the audit that the EMAS framework accreditation has provided, not only ensured that the Council's activities show compliance with legislation but it has given the District Council the opportunity to enhance its environmental reputation. In addition to reputation, most of our contracts have environmental considerations and EMAS has allowed us to lead by example.

2. ISSUES FOR CONSIDERATION

- 2.1 Having a recognised EMS accreditation demonstrates a continued environmental commitment to residents, contractors, suppliers, the wider business community and voluntary & community groups. This has been reflected in the several formats including funding bids and more notability in the 2017 Budget consultation with 85% of businesses and 76% of residents being 'satisfied that SDC is working to improve the environment'.
- 2.2 Following our EMAS verification auditors withdrawing their service and giving consideration to the implications of Brexit, it was decided not to continue with EMAS and to look at alternative options.
- 2.3 Bristol City Council, our current internal environmental auditors, were commissioned to carry out a gap analysis, to identify the work needed to upgrade our current EMS to the ISO14001:2015 standard. BCC were

also asked to consider the value of the EMS to SDC, and to outline the risks and opportunities of stopping EMS related activities. The findings of their gap analysis are set out in the appendix.

- 2.4 In addition to the gaps cited by BCC, financial and staffing resources have to be considered. The costs of the transition to the new ISO 14001:2015 standard have been quoted and are of a similar rate to that of our current audit costs, approximately £6k pa.
- 2.5 The Committee has three options to consider:
 - Option 1 - Apply the EMS to the ISO 14001:2015 standard
 - Option 2 - Maintain an uncertified EMS
 - Option 3 - Stop all EMS related activities
- 2.6 Option 1 would require in the short term a dedicated resource to enable the transition and after which a part time resource to oversee the co-ordination. The opportunities are set out in the appendix.
- 2.7 Options 2 and 3 have been highlighted in Bristol City's report as risks (threats) to SDC,

'If SDC chooses to not upgrade its current system, or cease EMS-related activity, there are likely to be the following threats:

- *Loss of corporate memory as knowledgeable individuals leave the organization over time*
- *Increased risk of legal non-compliance and pollution incidents*
- *Missed opportunities to save money and resources*
- *Missed opportunities to obtain best value from contractors*
- *By removing external auditing, SDC loses a strong motivator for teams to comply with EMS requirements'*

3. CONCLUSION / RECOMMENDATION

Given that the current EMS accreditation expired at the end of March 2018, the recommendation is that SDC apply the EMS to ISO 14001:2015 standard.

Members can decide to discontinue the EMS altogether at this time or to manage our own unaccredited EMS at lower cost. Neither of these options are recommended as the lack of rigour and audit of legal compliance make such approaches significantly less attractive.

Appendix 1: Summary of findings from Bristol City Council Gap Analysis Report

1. Brief:

SDC commissioned Bristol City Council to perform a “gap analysis” to identify the work necessary to upgrade its existing EMS to ISO14001:2015, consider the value to the organisation of that work, and to identify the risks and benefits of leaving its Environmental Management System (EMS) in its current operational state. The findings are summarised in the SWOT analysis below.

A selection of operational teams were interviewed, as well as Barry Wyatt (as management representative) and Petula Davis (who maintains the current EMS).

2. Background:

Stroud District Council (SDC) operates an Environmental Management System (EMS) across all of its direct services. The EMS is certified by external auditors to the EU Eco Management & Audit Scheme standard (EMAS). SDC’s current certificate expires in March 2018, but an upgrade to the revised EMAS IV standard (launched in 2017) is not being considered for the following reasons:

- i) There are no auditors available in the UK who are qualified to perform the assessment
- ii) There is no mechanism for maintaining the standard once the UK leaves the EU

SDC is therefore considering three other options:

- i) Certifying its EMS to the international standard ISO14001:2015. This international standard is similar to the revised EMAS IV standard, but is much more widely adopted and can be certified by a large number of external auditors.
- ii) Maintaining an uncertified EMS
- iii) Stopping EMS-related activities

3. SWOT

Strengths:

- SDC has operated an EMS registered to the EMAS standard for 19 years and it shows: generally, staff understand environmental impacts related to their work and are able to demonstrate actions taken to reduce their impacts.
- Overall, the council has a strong record of reducing its operational impacts and implementing low carbon energy generation
- SDC has developed innovative, low-cost solutions to environmental problems, for example the rural SUDS initiative

Weaknesses:

- In recent years, the resource allocated to maintaining the EMS has been reduced, which is starting to manifest itself in some areas: for

example, some documentation (e.g. registers of environmental impacts) is out of date

- Maintenance of legal compliance and delivering environmental improvements are heavily reliant on individuals and their memories. This can lead to critical dependencies which represents a risk to the organization
- Day-to-day processes are not well documented, and would be at risk of failure if individuals were to leave the organization, or change roles
- Staff are not always proactive in checking the compliance of contractors with legal and/ or contractual obligations, and the implementation of contractor controls and specifications is inconsistent

Opportunities:

Upgrading SDC's EMS to be compliant with the requirements of ISO14001:2015 would deliver the following benefits:

- Improved resilience: documenting day-to-day processes would reduce reliance on individuals
- Improved risk management: the standard's stronger focus on legal compliance and emergency preparedness means that SDC reduces its legal and pollution risks
- Reputation: SDC would have an auditable record of its corporate commitments, enabling it to demonstrate that it does what it says it will do.
- Efficiency: a commitment to continual improvement would ensure that SDC continues to identify and reduce its environmental impacts, saving money on energy, travel, water and waste. Improving contractor management would deliver better value for money.

Threats:

If SDC chooses to not upgrade its current system, or cease EMS-related activity, there are likely to be the following threats:

- Loss of corporate memory as knowledgeable individuals leave the organization over time
- Increased risk of legal non-compliance and pollution incidents
- Missed opportunities to save money and resources
- Missed opportunities to obtain best value from contractors
- By removing external auditing, SDC loses a strong motivator for teams to comply with EMS requirements