



STROUD DISTRICT COUNCIL

Council Offices • Ebley Mill • Ebley Wharf • Stroud • GL5 4UB

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27 January 2021

ENVIRONMENT COMMITTEE

A remote meeting of the Environment Committee will be held on **THURSDAY 4 FEBRUARY 2021** at **7.00pm.**

Kathy O'Leary
Chief Executive

This is a remote meeting in accordance with the Local Authorities and Police and Crime Panels (Coronavirus) (Flexibility of Local Authority and Police and Crime Panel Meetings) (England and Wales) Regulations 2020.

Venue

This meeting will be conducted using Zoom and a separate invitation with the link to access the meeting will be sent to Members, relevant officers and members of the public who have submitted a question.

Public Access

Members of the public, who have not submitted a question, are invited to access the meeting streamed live via Stroud District Council's [YouTube channel](#).

Recording of Proceedings

A recording of the meeting will be published onto the Council's website (www.stroud.gov.uk). The whole of the meeting will be recorded except where there are confidential or exempt items, which may need to be considered in the absence of 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 3 December 2020.

4 PUBLIC QUESTION TIME

The Chair of the Committee will answer questions from members of the public, submitted in accordance with the Council's procedures.

DEADLINE FOR RECEIPT OF QUESTIONS

Noon on Monday, 1 February 2021

Questions must be submitted to the Chief Executive, Democratic Services, Ebley Mill, Ebley Wharf, Stroud and can be sent by email to democratic.services@stroud.gov.uk

5 UPDATE TO WASTE POLICY

To recommend the adoption of a supplementary waste policy.

6 UBICO CONTRACT EXTENSION

To recommend the extension of the Ubico agreement for a further five year period.

7 MEMBER REPORTS

a) Planning Review Panel

8 WORK PROGRAMME

To consider the 2021 work programme.

9 MEMBERS' QUESTIONS

See Agenda Item 4 for deadline for submission.

Members of Environment Committee

Councillor Simon Pickering (Chair)
Councillor George James (Vice-Chair)

Councillor Paul Denney
Councillor Trevor Hall
Councillor Nick Hurst
Councillor Haydn Jones

Councillor Norman Kay
Councillor Skeena Rathor
Councillor Haydn Sutton
Councillor Jessica Tomblin
Councillor Chas Townley
Councillor Tim Williams



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ENVIRONMENT COMMITTEE

3 December 2020

7.00 pm – 10.28 pm

Remote Meeting

Minutes

3

Membership

Councillor Simon Pickering (Chair)

Councillor George James (Vice-Chair)

Councillor Chas Townley

Councillor Paul Denney

Councillor Trevor Hall

Councillor Nick Hurst

P = Present

A = Absent

P	Councillor Haydn Jones	P
P	Councillor Norman Kay	P
P	Councillor Skeena Rathor	P
P	Councillor Haydn Sutton	P
P	Councillor Jessica Tomblin	A
P	Councillor Tim Williams	P

Officers in Attendance

Strategic Director of Place

Senior CN2030 Officer

Principal Planning Officer

Housing Strategy and CIL Manager

Senior Community Infrastructure Officer

Head of Community Services

Community Services Manager

Accountant

Democratic Services & Elections Officers

Other Member(s) in Attendance

Councillor Doina Cornell and Jim Dewey

Others in Attendance

Beth Boughton, Managing Director, UBICO

EC.024

APOLOGIES

Apologies for absence were received from Councillor Tomblin.

EC.025

DECLARATIONS OF INTEREST

There were none.

EC.026**MINUTES****RESOLVED**

That the Minutes of the meetings held on 3 September 2020 and 15 October 2020 are approved as a correct record.

EC.027**PUBLIC QUESTION TIME**

There were none.

EC.028**UBICO PRESENTATION**

Beth Boughton, Managing Director of UBICO, delivered a presentation on the Business Plan for 2021/2022. The presentation highlighted that UBICO had seven shareholder councils who all had an equal vote on the operation of the business. Business Plan themes were being developed and the Member councils would have an opportunity to give feedback in February with the aim of the plan being approved in May 2021. The key elements being developed in the plan were; people, operation, climate and the business landscape.

UBICO has 650 employees and there was a strong focus on training and development with: the launch of the UBICO training academy, ideas to develop an on-line platform for employees to provide feedback and development of apprenticeships.

To support the targets of carbon reduction, 'driving excellence' had been identified and new fleet vehicles would be fitted with the technology to record driving skills which would be used to improve driving standards in area such as speed, braking and cornering. Options for the purchase of electric vehicles were being researched. Councillor Paul Denney informed the Committee that he had seen an electric refuse vehicle working and was pleased to note that the vehicle had been supplied by a company in Cam.

The Chair thanked Beth Boughton for the presentation and extended thanks and appreciation to all the employees at UBICO, particularly for keeping the service operating during the current pandemic.

EC.029**STROUD DISTRICT 2030 STRATEGY - LIMITING, ADAPTING, RECOVERING AND RESPONDING IN A CHANGING CLIMATE**

The Senior CN2030 Officer introduced the report. Members were informed that a period of public consultation was being undertaken and that the report would be presented to Council in the Spring of 2021. The strategy had seven themes and twenty-one targets. The report identified that the most significant area of annual emissions in the district was the built environment and its energy use. It was highlighted that a clear implication of the 2030 ambition was how the Council managed its buildings including housing stock.

Councillor Townley commented on the Councils' housing stock and the need to retrofit homes to meet the 2030 target and suggested that this would need to be a key priority.

Councillor Hurst stated that he fully supported the climate reduction aims but expressed concern about the impact of outside factors and the relatively small contribution of the District Council in a global context. Additionally, he raised the question relating to the statement in the report 'we will do everything within our power' and asked what remit that implies in terms of cost balanced with effectiveness. The CN2030 Officer replied

that a holistic approach across the whole Council was required and that the Council would use its sphere of influence across the district, working in conjunction with the private sector to become an exemplar Council, with the strategy setting out how the responsibility would be shared.

Councillor Rathor stated that a massive cultural shift was required to meet the target of 2030, which would not be good enough and that 2025 would need to be the target date. Members noted the impact that current food production and agriculture had on the environment.

The Chair drew attention to the clarification that item c) in the decision box had changed to March 2021, which would now be the date for the draft 2030 Strategy to be commended to Full Council for adoption.

On being put to the vote, the Motion was carried with 10 votes for and 1 abstention.

RESOLVED

- a) To endorse the draft 2030 Strategy;**
- b) To delegate authority to the Strategic Director of Place and Senior Carbon Neutral 2030 Officer, in consultation with the Chair of the Committee and the Chair of Strategy and Resources Committee to make any changes to the draft 2030 Strategy arising from the current engagement and consultation process; and**
- c) To commend the draft 2030 Strategy for adoption by Full Council in March 2021, incorporating any changes made as a result of the consultation and engagement process referred to in b) above.**

EC.030

SEVERN ESTUARY RECREATION & MITIGATION STRATEGY (SERaMS)

The Principal Planning Officer introduced the report which highlighted that the Severn estuary is designated as a Special Protection Area (SPA) and Ramsar site for important populations of overwintering birds, and as a Special Area of Conservation. Approximately 22km of the Severn Estuary shoreline falls within the jurisdiction of Stroud District Council.

An update on the progress of the Strategy was provided since its adoption in 2017 which was devised in consultation with Natural England and other partners and outlined the requirements in the Strategy for a developer contribution for every net additional dwelling within the catchment zone. This would apply unless the developer could demonstrate to the planning authority and Natural England that they could provide alternative measures which fully mitigate or avoid the impact of the development. The cost per net dwelling stood at £385.

In response to questions the Principal Planning Officer confirmed that the Council was working with neighbouring authorities and with the Forest of Dean District Council. He also confirmed that this was the first report back to Council since its adoption.

Councillor Jones referred to a document which stated the value of the Severn Estuary for migrating birds. It also noted that in this respect the area had the potential to be as important as the Wildfowl and Wetlands Trust at Slimbridge. He raised concern about some of the aims in the strategy such as dog walking and footpaths. These aims would need to be managed effectively so as not to have a detrimental impact on the nesting

birdlife. The importance of providing Wardens who could patrol and educate visitors would be a vital addition to the work of the area.

Councillor Jones proposed a formal amendment to resolution b) in the decision, to replace the previous b) (to agree an annual update to this Committee on the implementation of the SE RaMS over the previous year) and to include instead, in its place, the following resolution: b) In consultation with the Chair and Vice Chair of the Environment Committee, and Officers, establish a small working group to: i. further consider the strategy and update if required to provide effective recreation mitigation, and ii. consider revised governance arrangements that are accountable, proportionate and appropriate to facilitate implementation of the approved strategy.

Councillor Hurst suggested that this amendment would tighten up accountability and that the small working group should enable detail to be resolved more simply and outside of Committee time. Councillor Townley questioned the need for the amendment, given the original resolution for an annual update to Committee, to which Councillor Jones replied advising that it was his opinion that the current systems were not fit for purpose, with the last report back on this matter not received since 2017. Potential flaws identified include that the scheme was overly influenced by potential beneficiaries, the question of where the best value of mitigation can be achieved, and a lack of accountability which may go towards explaining the recent stasis on this issue. Councillor Kay, seconder of this amendment, stressed the need to establish a structure that can encompass wider governance issues not in the remit of the advisory panel and to increase parish and district council involvement.

The proposed amendment was put to the vote and passed with unanimous support.

The Substantive Motion was then put to the vote, and carried unanimously.

RESOLVED

- a) To note progress with the implementation of the SE RaMs and**
- b) In consultation with the Chair and Vice Chair of the Environment Committee and Officers, establish a small working group to**
 - i. Further consider the strategy and update if required to provide effective recreation mitigation, and**
 - ii. Consider revised governance arrangements that are accountable, proportionate and appropriate to facilitate implementation of the approved strategy**

EC.031

COMMUNITY INFRASTRUCTURE LEVY (CIL) – SPENDING ALLOCATIONS

The Housing Strategy and CIL Manager introduced the report which set out the proposed funding commitments under the CIL Infrastructure Levy. The Council adopted CIL in February 2017 and implemented the charge in 2017. It was noted that CIL partially replaced S106, with S106 being retained for large strategic sites.

There are two funding routes to CIL: the neighbourhood portion to parish and town Councils for local projects, and the strategic infrastructure delivery fund. Regulation 123

sets out the criteria for eligible projects under the strategic fund. All seven of the project bids put before Members met the test of the Regulation.

In response to a question from Councillor Hurst in respect of holding some investment back to allow for larger projects to come forward, the Housing Strategy and CIL Manager confirmed that the proposed CIL investment for 2021/2022 was £282,050. A sum of £136,647 would be retained to help create a larger fund over time.

Members gave their support for the projects and noted those which showed a link to creating and improving cycle networks.

On being put to the vote, the Motion was carried unanimously.

RECOMMENDED TO STRATEGY AND RESOURCES COMMITTEE **That funding commitments are agreed according to the report.**

EC.032 **REVENUE ESTIMATES REVISED 2020/21 AND ORIGINAL 2021/22**

The Accountant introduced the report which presented the revised budget for 2020/2021 and the proposed budget for 2021/2022. Included in the proposal was £80,000 from the Waste and Recycling Reserve for the purchase of in-cab technology for UBICO vehicles. The tables within the report set out the proposed changes and noted the impact that COVID-19 has had on income to some services.

In response to Members' questions the Accountant advised that further information and data was being collated on the impact of COVID-19 on lost income and the financial support from Central Government. More detailed information of the impact for 20/21 was set out in the Budget Monitoring Report Q2 Information Report.

A question from Councillor Townley was raised about the purchase of replacement vehicles for UBICO in particular the purchase of electric vehicles. Members were informed that a five-year replacement plan had been put into place and that some of the smaller vehicles in the fleet would be the first to be replaced by electric vehicles.

At 10pm, in accordance with the Council's Constitution (Section 3: Paragraph 6) Members voted unanimously to continue with the meeting.

Councillor Townley asked a question about there being no funding in the budget for 2021/22 regards the cycling and walking plan. The Chair confirmed that Members could propose an amendment, which if supported would be a recommendation to the Strategy and Resources Committee.

Councillor Townley proposed an amendment which was seconded by the Chair, to add in £200,000 to the Capital Budget for walking and cycling projects in 2021/2022. He felt that it was important to set money aside in the budget to achieve more projects for walking and cycling. Other members noted that it was difficult to deliver projects and Members would need to be clear exactly how the money would be spent. The Chair suggested that the money could be held to facilitate future projects.

The wording of the amendment was clarified with Members: d) Recommend to the Strategy and Resources Committee that £200k is allocated to the walking and cycling strategy. This wording was then agreed by the Chair.

On the amendment being put to the vote, there were 4 votes for and 4 against, and there were 2 abstentions. The Chair used his casting vote to support the amendment.

The Substantive Motion was then put to the vote, and carried with 7 votes for and 3 abstentions.

- RECOMMENDED TO STRATEGY AND RESOURCES COMMITTEE**
- a) **The revised Environment Committee revenue budget for 2020/21 and original 2021/22 revenue budget are approved;**
 - b) **The Fees and Charges list as shown at Appendix B is approved;**
 - c) **The use of £80k from the Waste and Recycling Reserve for the purchase of in-cab technology, and**
 - d) **That £200k is allocated to the walking and cycling strategy.**

EC.033 APPOINTMENT OF PERFORMANCE MONITORING REPRESENTATIVE

The Performance Monitoring Report had been circulated to Committee Members.

Councillor Townley was appointed as the second Performance Monitoring representative to replace Councillor Brine who had left the Committee.

EC.034 MEMBER REPORTS

- a) Planning Review Panel
The report had been circulated to Committee Members. There were no further questions.
- b) Stroud Regeneration Committee
The report had been circulated to Committee Members. There were no further questions.
- c) Performance Monitoring
Councillor Hurst asked if the items relating to a Green Burial Ground on a site could be answered by Officers. The Chair suggested that from his involvement with the Stroud Valleys Project such a proposal may be difficult.

EC.035 WORK PROGRAMME

In response to a question from Councillor Townley, the Chair suggested that the County Council's Public Rights of Way Officer is invited to the next meeting of the Committee.

Councillor Dewey raised a question about ash dieback and what could the Council do in response to the problem. The Chair replied that he had asked the relevant Officer to report on the ash trees on District Council Land. A bigger issue may be the trees adjacent to the highway, which would be the responsibility of the County Council. He

added that the County Council had set aside a budget of £13m over the next 10 years to address ash dieback.

EC.036

MEMBERS' QUESTIONS

There were no questions.

The meeting ended at 10.28 pm

Chair

STROUD DISTRICT COUNCIL
ENVIRONMENT COMMITTEE

**AGENDA
ITEM NO**

4 FEBRUARY 2021

5

Report Title	UPDATE TO WASTE POLICY			
Purpose of Report	To recommend the adoption of a supplementary waste policy.			
Decision(s)	<p>The Committee RESOLVES to:</p> <p style="padding-left: 40px;">a) Approve the supplementary Waste Policy for adoption, and</p> <p style="padding-left: 40px;">b) Delegate authority to the Community Services Manager to finalise any minor alterations to design and formatting.</p>			
Consultation and Feedback	Drafts have been shared with colleagues in our Customer Service and Tenant Service Teams and with Ubico via the Service Review Working Group and Environmental Services Protection Board.			
Report Author	<p>Michael Towson, Community Services Manager Email: michael.towson@stroud.gov.uk</p> <p>And Gemma Webb, Senior Community Services Officer Email: gemma.webb@stroud.gov.uk</p>			
Options	N/A			
Background Papers	See previous Multi-Service Policy Report			
Appendices	Appendix 1 – Supplementary Waste Policy			
Implications (further details at the end of the report)	Financial	Legal	Equality	Environmental
	Yes	Yes	No	No

1. INTRODUCTION / BACKGROUND

- 1.1 In December 2015 Committee approved the current multi-service contract policies, in light of the move to Ubico and imminent 2016 waste scheme changes.
- 1.2 The new scheme and associated policies have driven big improvements in SDC environmental services, as previously reported.
- 1.3 This report presents a supplementary waste policy, intended to be fully accessible to residents.

2. MAIN POINTS

- 2.1 The new document, illustrated as Appendix 1, does not seek to change existing waste policy, rather it is intended to offer residents a more transparent overview of the services that can be expected from their council and waste collection authority.
- 2.2 The new document also provides a robust framework for SDC and Ubico staff to work within.
- 2.3 Unlike the entirety of policies previously approved by committee, the new supplementary document relates solely to standard waste collection elements. This is where the majority of customer contact is generated and given the comprehensive nature of this tool, it is hoped that residents will further be able to self-serve and find answers to questions.
- 2.4 At present SDC don't have any such publicly available document and this contrasts with many waste collection authorities, who have prepared and posted this information on the authority website.
- 2.5 Other than policy change previously brought to this committee, such as the introduction of charges for the delivery of receptacles, there are only minor alterations, which have generally been brought about by operational need, or best practice. It should also be pointed out that none of the alterations represent a change to working practices, which have been dealt with as detailed, for multiple years. The changes can be summarised as:
 - a) Battery Recycling – batteries represent a considerable fire risk and have caused multiple vehicle and transfer station blazes throughout the country. The original policy indicates an intention to recycle batteries. However, given the legislation that mandates retailers to offer a free take back scheme on site, we no longer collect at the kerbside.
 - b) Additional Waste at Christmas/New Year – for many years we have stipulated that residents can present one additional sack on the collection immediately after Christmas, whilst the original policy suggests we will accept two.
 - c) Additional Waste Capacity for large families and similar – In recent years we have changed from offering an additional wheelie bin to provide extra capacity, to giving a supply of beige sacks. This allows regular review of the requirement for additional capacity and limits additional capacity to realistic levels.
 - d) Communal Bins – where communal (commercial style 1100 litre) bins are used, as a preference over 140 litre bins for individual flats, we no longer provide the receptacle and now place the onus on the management company to buy and maintain a bin that meets our specifications. This is usually catered for within the management fee.
 - e) Recycling Boxes and Food Waste Caddies – the size of these receptacles has changed slightly to reflect market popularity and in the case of recycling boxes, to minimise health and safety implications for crews. Previously SDC used recycling

boxes with a 55 litre capacity and food waste caddies with 7 litres capacity. For the last number of years, the standard issue has been 44 litres and 5 litres respectively. Residents can use multiple receptacles to increase this capacity if desired.

f) Missed Collections – the timescale has been simplified, changing from rectification by the end of the following day, to a simpler 48 hours.

3. CONCLUSION

3.1 The new supplementary waste policy doesn't make wholesale changes to policy, rather it brings existing practices up to date and outlines the standard waste services that all SDC residents can expect. It gives comprehensive detail regarding processes and service.

3.2 The additional document will be particularly useful in determining expectations in non-standard circumstances.

3.3 Should the use of the new document be approved, it will be further proofed and published on the SDC website as soon as possible.

4. IMPLICATIONS

4.1 Financial Implications

There are no Financial Implications directly related to this report as it is a recommendation to adopt the supplementary Waste Policy.

Adele Rudkin, Accountant
Email: adele.rudkin@stroud.gov.uk

4.2 Legal Implications

The Council's powers and responsibilities in regard to waste collection are set out in the Environmental Protection Act 1990 (EPA 1990), and the various regulations made under the Act.

The supplementary Waste Policy should give effect to the relevant provisions of the EPA 1990, in particular Part II of the Act which relates to the collection and disposal of household and other waste.

One Legal
Email: Patrick.arran@stroud.gov.uk

4.3 Equality Implications

An EIA has been carried out by Officers in relation to the decision made in this report and no equality implications arise.

4.4 Environmental Implications

There are no significant implications within this category.

WASTE COLLECTION POLICY

Introduction

This policy provides guidance to residents regarding all domestic kerbside waste collections. This includes, the collection of waste, recycling and food waste. Stroud District Council has a statutory duty to provide residents with a waste collection service, including the collection of materials for recycling.

The EU sets targets for the UK to recycle at least 50 per cent of waste generated by households by 2020. In 2017/18 the Stroud District achieved a recycling rate of 61 per cent.

Waste collection commitment

Stroud District Council will continue to work closely with its residents to provide a good waste and recycling service, which represents value for money and meets the needs of our residents. This means we will:

1. Explain clearly what services you can expect to receive;
2. Provide regular collections;
3. Provide a reliable collection service;
4. Consider any special requests that individual households may have;
5. Design our services and carry out our collections in a way that doesn't produce litter;
6. Collect as many materials for recycling as we can and explain to residents what happens to them;
7. Explain clearly what our service rules are and the reason for them;
8. Tell residents in good time if we have to make changes to the services, even temporarily;
9. Respond to complaints we receive about our services; and
10. Tell our residents about this commitment to collecting waste.

1 Service provision

Standard service to individual properties

Service	Container	Collection Frequency
Refuse	1 x 140 litre grey wheeled bin	Fortnightly (alternate to recycling collection)
Recycling	240 litre green wheeled bin 44 Litre green recycling box	Fortnightly (alternate to refuse collection)
Food Waste	23 litre kerbside bin	Weekly
Food Waste	5 litre kitchen caddy	Container to remain in property for storage of food waste

Service for properties where wheeled bins cannot be introduced (This is entirely at discretion of Stroud District Council)

Service	Container	Collection Frequency
Refuse	Annual supply of 78 x beige sacks imprinted with the Council's logo	Fortnightly (alternate week to recycling collection)
Dry recycling	green sack with Council logo imprinted 44 litre green recycling box	Fortnightly (alternate week to refuse collection)
Food waste	23 litre kerbside bin	Weekly
Food waste	5 litre kitchen caddy	Container to remain in property for storage of food waste

Opt in chargeable services

(Full details of these service are available on our website. This policy focuses on standard waste services)

Service	Container	Service details
Garden waste	180 litre brown bin	Fortnightly collections. To find out more about the cost of the service and whether you are eligible, please see https://www.stroud.gov.uk/environment/bins-rubbish-and-recycling/garden-waste-collection-service
Bulky collections	n/a	Fortnightly service. Collection days dependent on location. To find out more about the cost of the service and collection dates, please see https://www.stroud.gov.uk/environment/bins-rubbish-andrecycling/bulky-waste-collection-service

2 Waste containers

Service	Container	Acceptable	Not accepted
Refuse	<p><u>NON RECYCLABLE HOUSEHOLD WASTE</u></p> <p>140 litre grey wheeled bin</p> <p>Or</p> <p>78 Beige refuse sacks imprinted with the Councils logo</p>	<ul style="list-style-type: none"> ✓ cling film and bubble wrap ✓ polystyrene ✓ crisp packets ✓ sanitary products ✓ nappies ✓ pet waste (Please make sure it is bagged) ✓ vacuum cleaner dust 	<ul style="list-style-type: none"> ✗ stones, gravel, rubble, builders' waste ✗ garden waste, soil ✗ clinical waste including sharp objects, needles ✗ hazardous waste, including oils and chemicals ✗ DIY materials, such as construction waste, tiles, paint tins ✗ electrical goods ✗ waste generated from businesses ✗ Car parts ✗ Furniture items
Recycling	<p><u>GLASS/PLASTICS/CANS</u></p> <p>240 litre green wheeled bin</p> <p>or</p> <p>Council issued sack</p>	<ul style="list-style-type: none"> ✓ Food and drink cans ✓ Pet food cans ✓ Foil including takeaway trays and pie cases ✓ Aerosols ✓ Biscuit and sweet tins ✓ Glass bottles ✓ Glass jars ✓ Plastic bottles and lids ✓ Plastic containers including fruit and vegetable punnets and food trays ✓ Plastic pots including yoghurt pots, margarine or butter tubs, ice cream tubs 	<ul style="list-style-type: none"> ✗ Scrap metal ✗ Crisp packets ✗ Pet food pouches ✗ Car batteries ✗ Batteries (recycle at supermarkets) ✗ Glass milk bottles ✗ Pyrex ✗ Window and mirror glass ✗ Light bulbs ✗ Spectacles ✗ Drinking glasses ✗ Carrier bags/cling film ✗ Plastic toys ✗ Polystyrene ✗ Large plastic items (e.g. buckets)
Recycling	<p><u>PAPER & CARDBOARD</u></p> <p>44 litre green recycling box</p>	<ul style="list-style-type: none"> ✓ Newspaper ✓ Magazines ✓ Paper and catalogues ✓ Junk mail / envelopes ✓ All cardboard ✓ Beverage cartons <p>Cardboard boxes should be flattened/reduced and placed in the recycling box. Excess cardboard can be left out in pieces, reduced down to the approximate size of the recycling box. Packaging from large appliances such as big screen televisions etc. will not be collected unless it has been</p>	<ul style="list-style-type: none"> ✗ Wrapping paper ✗ Kitchen roll ✗ Plastic wrappers

		<p>flattened/folded to the approximate size of the recycling box.</p> <p>Where large cardboard has not been flattened/reduced, the collection crew will place a tag on a recycling receptacle advising residents to flatten/reduce cardboard and re-present on the next scheduled collection. The Council will not return to collect reduced cardboard until the next scheduled collection.</p>	
Food Waste	<p>FOOD WASTE</p> <p>23 litre silver food waste bin</p>	<ul style="list-style-type: none"> ✓ All food cooked and raw ✓ Meat and fish bones ✓ Pet food ✓ Tea bags and coffee grounds <p>During spells of cold weather, food waste can occasionally become frozen at the bottom of the bin. When this occurs the collection crew will not return to remove waste that has been frozen to the bin. The resident is responsible for loosening the frozen waste from the bin prior to the next collection.</p>	<ul style="list-style-type: none"> ✗ Food packaging ✗ Animal waste ✗ Pet bedding (e.g. straw or wood shavings) Nappies
Garden waste	<p>GARDEN WASTE</p> <p>180 litre brown wheeled bin</p>	<ul style="list-style-type: none"> ✓ Grass and hedge cuttings ✓ Cut flowers, house plants and weeds ✓ Tree Stumps, bark, leaves, twig, small branches and pruning's up to 10 cm diameter ✓ Untreated sawdust 	<ul style="list-style-type: none"> ✗ Kitchen waste ✗ Pet waste ✗ Large amounts of soil ✗ Refuse sacks

3 Suitability for provision of wheeled bins

Locations unsuitable for wheeled bins use will be decided by Council Officers. A wheeled bin collection service for refuse and recycling will **not** be provided where:

- There is insufficient space to store bins within the property boundary without blocking pedestrian or vehicle access and there is no reasonable rear or side access to allow off street storage of bins.
- The nature of the property makes it impractical to use wheeled bins.
- Bins would need to be wheeled through the property from storage to collection point or it would be unsafe to move the bins to a suitable collection point

- There is no suitable location to present wheeled bins for collection
- Collection vehicles equipped with a bin lift are too large to service the location
- Any other exceptional circumstances deemed appropriate by the Council

The Council reserves the right to change container type supplied to a property, if it is identified as unsuitable for the property, or presents a health and safety risk when assessed by a designated Council Officer.

Protruding hedges or greenery, or poor maintenance to paths, walls of fencing owned by the resident is not deemed as sufficient rationale to not accommodate wheeled bins.

4 Collection day and time

Details of your collection days can be found by inputting your post code into the 'My house' function at <https://www.stroud.gov.uk/> or can be obtained from Customer Services (see Contact section below).

With the exception of householders who qualify for 'Assisted Collections' (**see section 11**), it is the resident's responsibility to place their waste containers and sacks at the kerbside on the day of collection by 6am, as collection times will vary. Waste must not be placed out for collection any earlier than 9pm on the evening before collection.

Normally refuse and recycling collection days will take place between Tuesday and Fridays, with the exception of garden waste and bulky waste collections which take place between Monday and Friday.

Generally, refuse, recycling and food waste collections are unaffected by bank holidays due to collections taking place Tuesday to Friday. Garden waste and bulky collections continue on bank holidays. Any differences to this will be publicised.

Collections continue as normal over Easter.

Waste collections will not take place on Christmas Day, Boxing Day and New Year's Days. Residents whose waste collections fall on any of these days, will receive their collection on an alternative day.

The Council will advertise any changes to collection days during the Christmas period through a number of channels including, notices in local press, social media and via the Council website. The amended collection days will be reflected on a collection calendar, available through the 'My House' function as detailed above.

Residents are permitted to present **one** additional bag on their first refuse collection after Christmas.

5 Contact with the Council

The first point of contact and resolution for all residents is handled by Customer Services. This includes all communication channels including telephone, email, face to face and social media.

Residents can email recycling@stroud.gov.uk or call 01453 754424. All service requests are handled and completed at first point of contact. Any escalations are handled by officers in Customer Services and Community Services.

If resident is still unhappy with the service they are signposted to the Council's Corporate Complaints Policy www.stroud.gov.uk/complaints

6 Missed collections

The Council will only return for a missed collection when all of the following apply:

- The container was placed out before 6am on the day of collection on the scheduled day
- The correct collection point was used
- The report was made after 4pm on the day of collection
- Where the property is eligible for an assisted collection, there was access to the bin (gates unlocked)
- A rejection tag was not placed on the bin/bag/box
- The waste was not reported as overweight or contaminated by the collection crew
- The missed collection was reported within two days. Any missed collections reported after this period will only be removed on the next scheduled collection.
- The correct Council issued container was used to present the waste

Where collections are missed due to an operational incidence beyond reasonable control, the Council will update the Stroud District Council website with advice.

The Council will aim to return collect a missed bin within 48 hours.

7 Contaminated containers

If any container is found at the point of collection to be contaminated with items of unacceptable waste (**section 2**), the operatives may not collect the container and it will be left at the kerbside with a tag identifying the problem. If a container is left because of contamination the resident may:

- remove the contamination and represent the uncontaminated container on the next due collection day; or
- make their own arrangements for the proper & legal disposal of the containers contents.

8 Collection point

Householders should present all waste containers at the curtilage of the nearest adopted highway. Either on the pavement (adjacent to a roadway) or on the roadway at the curtilage of the property by 6am on the morning of collection.

Once emptied, the container/s will be returned by the collection team to a safe position as close as possible to the point of presentation. It is the householder's responsibility to ensure that the container/s are retrieved as early as possible from the kerbside, but no later than the end of the same day.

The Council reserves the right to change a collection point, if deemed necessary by the designated Council Officer.

9 Waste containers

All waste containers remain the property of the Council with the exception of garden waste bins.

When householders move home they are required to leave all wheeled bins and boxes (with the exception of a previously purchased garden waste bin) at the property for the new occupants. Where this does not occur, new occupiers may recover costs for the payment of containers from the previous owners at their own discretion. The Council will not be involved in these negotiations.

Any containers identified as being used for any purposes other than presentation of household waste, will not be emptied and may be removed.

It is the householder's responsibility to ensure that all waste containers are stored in a secure place off the highway in between collections. Residents who persistently leave waste containers on the public highway following a collection could be issued with a fixed penalty notice.

The Council does not provide a service for cleansing of waste containers. Residents are responsible for the cleaning and hygiene of containers.

10 Additional/replacement containers

In order to control and reduce the number of requests for replacement waste receptacles, the Council introduced charges in 2018 to offset the costs of administration and delivery (see below). The charge is not for the cost of the container itself.

Type	Cost per delivery	Max per order	Collection for free from Ebley Mill
Green recycling wheelie bin	£10.00	1	No
Grey rubbish wheelie bin (replacement only)	£10.00	1	No
Recycling box	£10.00	2	Yes
Recycling bag	£10.00	2	Yes
Food bin or kitchen caddy	FREE	1	Yes
Beige rubbish bags (for eligible households)	FREE	N/a	N/a
Garden waste bin for scheme subscribers	New subscribers - £20.00 Additional bins - £20.00 Replacement bins - Free	1 1 1	No

If containers go missing, either from within a property boundary or whilst presented for collection, the householder will be responsible for the replacement delivery charge, or to make arrangements to collect containers eligible for collection from Stroud District Council Offices at Ebley Mill. Reporting the loss of bins to the police will not void the charge.

Recycling boxes/bags and food waste containers can be ordered via the Council's website. Food waste bins and caddies are delivered free of charge, but if ordered with a recycling box and/or recycling bag, a £10 delivery charge applies <https://www.stroud.gov.uk/apps/order-a-new-recycling-container>

Additional grey wheelie bins are not permissible and cannot be purchased. If a grey wheelie bin is ordered for delivery and one is identified at the property, then the additional bin will not be delivered. In these circumstances, you will not be eligible for a refund.

To arrange collection of containers from Stroud District Council, residents must call in advance to book container collection to ensure stock is available prior to travel by contacting 01453 754424.

Containers will only be replaced free of charge by the Council, when the contractors has reported damage to a container that can no longer safely be emptied.

The Council aims to deliver replacement containers within 10 working days.

The wheeled bin provided may be new or refurbished, but will be of sufficient standard for the storage and collection of waste. The Council will deliver the replacement bin to the property if access is available. A householder does not need to sign for the bin.

If a property receiving an assisted collection reports a container is missing after a collection further investigation will be undertaken by the Council to determine the cause.

11 Assisted collections

Assisted collections can be arranged for householders who have a long term illness, infirmity or disability and are unable to present their waste to the kerbside or normal collection point. This service is only available where no other member of the household is able to present the waste.

Containers or sacks must be clearly visible from the road and not be contained within a closed/locked structure.

It is the responsibility of the householder to ensure that access to containers/sacks is clear and free of overgrown branches/shrubs and large items of debris as some collections will take place outside of daylight.

Collection crews will remove materials from the agreed collection point on the property and return containers once emptied.

The Council may carry out checks on a resident's suitability for the assisted collection scheme and may request evidence from the householder to ascertain their suitability.

Continued assessment of suitability will be required to maintain this service.

12 New properties/new housing developments

Waste collections will commence once the Council has been notified that properties during the building phase of a housing development are complete.

All waste containers suitable for that property will be provided free of charge when requested by the new occupier.

The Council's waste partners will only commence collections from a new development once the landowner/developer has given written indemnity against surface damage.

If indemnity is not provided, householders may be required to present their waste at a collection point on adopted highway.

13 Remote properties

A small number of farms and properties exist where it is not possible to provide a standard collection service due restricted access for collection vehicles or it's disproportionately expensive. These properties may be asked to present their waste at a collection point as agreed by the Council.

The Director of Community Services has the delegated authority to determine this and to identify a suitable collection point.

14 Un-adopted/private road

Waste collection vehicles may travel on private/un-adopted roads at the Councils discretion, where roads are of a suitable construction and a satisfactory standard, so that damage will not be incurred to either the contractor's vehicles, the road surface or any underground service infrastructure. The landowner/developer must provide written indemnity against any damage to the roads surface and/or underlying utilities.

If private/un-adopted roads fail to meet the above criteria, residents will be required to present their waste and recycling for collection at the kerbside of the nearest adopted highway.

Wherever possible, there should also be adequate provision to allow the contractor's vehicle to turn safely.

15 Excess waste

Only waste contained within the correct bin/bag provided to the householder will be collected. Excess waste outside the bin will not be collected, with exception of residents eligible for additional capacity for large households (**section 17**), residents who produce clinical/medical waste (**section 22**) or the collection following Christmas (**section 4**). Bin lids must be closed – bins with open lids will not be emptied.

Residents can present excess recycling in Council issued containers.

16 Overweight bins

Where operatives cannot safely manoeuvre and position a wheeled bin onto the collection vehicles lifting equipment, or where the vehicle cannot lift the bin due to the weight, it will not be emptied. Vehicle bin lifts have a safe working weight limit which operatives cannot override.

Refuse sacks that are too heavy to lift on to the vehicle or could split due to weight will not be collected.

Where collection crews deem a bin/bag too heavy to safely move, a tag will be placed on the bag/bin. It is the responsibility of the householder to remove sufficient waste from the bin/bag and dispose of it in a responsible way. Once the weight has been reduced, the resident can present the bag/bin on the next scheduled collection – return visits will not be provided.

17 Large households

Households with six or more in single property, will have the option to supplement their 140 litre bin collection with one roll of Council issued sacks per annum. This roll of 26 sacks will only be issued if householders can demonstrate the Council's recycling service is fully utilised. One additional bag per fortnight will be collected.

18 Flats

The Council will assess flat blocks to determine the most suitable waste collection regime. Dialogue with this regard will generally take place through management agents.

The Council will only provide the standard size bins, (140 litre for landfill and 240 litre for recycling), although consideration may be given to the collection of communal industrial size bins. This is wholly at the discretion of the Council and will depend on the lifting equipment installed on the appropriate collection vehicle. Any such bins would be purchased and maintained at the expense of the managing agents or appropriate.

All receptacles will be collected from a designated area as agreed by the Council and will be returned to the same location.

Where the Council deems that a multi-occupancy property is unable to accommodate a standard issue wheeled bin, an annual supply of beige sacks will be provided for landfill waste and a green hessian sack for recycling.

Only items detailed in **Section 2** will be collected. No loose rubbish or waste presented in black sacks around the bin will be collected or any other materials not accepted by collection services – it will be the responsibility of the resident's/management agents to remove or clear any such items. Any waste presented outside a bin in anything other than Council issued beige sacks will not be collected.

Wherever possible residents will be provided with their own food waste containers.

19 Bin storage areas

Bin Storage areas must be accessible between 6:00 and 17:00 Monday to Saturday. If security gates are present they must be left open on the scheduled collection day to enable the collection crews to gain unrestricted access. Where access is gained through the use of keypads, the collection team will need to be provided with up to date numbers.

Bulky items must be booked via a paid service (see website) and will not be removed by the waste collectors during weekly scheduled waste collections.

20 Mixed use residential and commercial properties

Living accommodation with business properties attached, for example a flat above a shop, will be provided with Council issue containers, the type dependant on storage space. Containers provided must not be used to dispose of business waste. The Council may prosecute any business found to be using household containers to dispose of their waste under the Environmental Protection Act 1990.

Anyone who operates a business of any kind is responsible, under the Environmental Protection Act 1990 and other related legislation, to safely contain and legally dispose of all waste produced from the business. This is known as a commercial waste duty of care.

Commercial waste includes all waste created from a commercial premises. This includes:

- recyclables including cardboard, plastic and paper
- post
- packaging
- general waste
- cleaning materials including floor sweepings
- food and drinks waste and packaging
- smoking litter
- damaged and scrapped furniture or equipment
- used oils
- any other waste created by the business

The law applies to all businesses, including anyone working from home such as child minding, nurseries and offices. It is an offence to dispose of commercial waste in domestic bins, at a household waste recycling centre or in any other way not in accordance with the Waste Duty of Care Code of Practice.

For more information on Commercial waste duty of care see;

https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/759083/waste-code-practice-2018.pdf

21 Enforcement

The Council may implement enforcement action where resident's behaviour causes a detrimental impact to the environment. The Council will always aim to offer support, advice and education in the first instance, by ensuring residents are made aware of the Council's expectation and providing residents reasonable time to address issues regarding presentation of waste.

22 Clinical/medical waste

Residents who have significant medical problems that will necessitate the storage of soiled waste will have the option of an additional bin. Residents who require the removal of personal clinical waste from their property will be entitled

to a collection either weekly or fortnightly. Residents requiring a clinical waste collection will need to be referred by their hospital or NHS practice.

23 Needles/sharps

Hazardous waste such as syringes, diabetic needles and lancets pose a significant health risk and need to be disposed of safely. Diabetic needles, syringes or lancets should not be placed in any general refuse sacks or bins. Disposing of sharps in general waste may risk the health of both the householder and collection operatives.

Using a special sharps box is the safest way to dispose of hypodermic needles. These are available on prescription from the resident's local GP surgery or can be purchased directly from the pharmacy at a small cost. Once full, boxes must be returned sealed to either the resident's local surgery or to one of the pharmacies in Gloucestershire participating in the take back scheme. See link below for pharmacies throughout Gloucestershire participating in the sharps take back scheme: <https://www.stroud.gov.uk/environment/bins-rubbish-and-recycling/clinical-waste>

24 External factors

Road Closures

Where the Council is notified of road closures, collection teams will attempt to make collections on the normal scheduled day of collection. Where this is not feasible, the collection team will arrange to return at a time where access is possible, which will be agreed between the Council and road works contractors.

Residents are asked to leave their waste out for 48 hours from their day of collection. If the collection team are unable to gain access after this period, residents should take their waste back in and represent on their next collection day. The collection team will remove any reasonable excess on this occasion;

- up to 3 bags of refuse per household
- excess recycling should be presented in open plastic bag/containers

Blocked access due to parked cars

In order to ensure collections can be completed, the Council asks that residents park responsibly. Where waste cannot be collected due to blocked access caused by parked cars, the Council will endeavour to update residents of this fact through the Council's website and/or social media pages. The Council may either advise the resident to present their bin on an alternative date within 72 hours or ask them to return the refuse and or recycling containers to their property until advised of an alternate collection date.

Bad Weather; where collection crews are unable to collect waste due to snow or ice residents are asked to leave their waste out for 48 hours from their day of collection. If the collection team are unable to gain access after this period, residents should take their waste back in and represent on their next collection day. The collection team will remove any reasonable excess on this occasion;

- up to 3 bags of refuse per household
- excess recycling should be presented in open plastic bag/containers

25 Bags and liners

The Council does not provide liners for the food waste bin or kitchen caddy as they are not required. Newspaper can be used to line the bin should the resident wish. Residents using bags to line the bin are required to tie their liners within the food waste bin prior to their food waste collection being made. Residents using newspaper should wrap the food in it rather than line the container which should prevent paper remaining stuck to the side of bottom. For health and safety purposes collection operatives will not be permitted to put their hands into the waste bin to dislodge paper, food or any other debris.

Residents who are unable to store a wheeled bin will be provided with an annual supply of 78 beige coloured sacks. Up to 3 bags per fortnight can be presented. Collection operatives will only collect beige bags that have been issued by the Council, displaying the Councils logo.

The Council's waste partners will deliver the annual supply of beige sacks to eligible residents once per year. Beige sacks will not be delivered to properties where there is no off street, safe place to leave a supply. Properties without a frontage can collect their supply from their local Parish Council or Stroud District Council Offices. The Council will supply beige sacks for multi-occupancy flats to the relevant management agency to distribute.

Where resident require additional supplies of sacks before the next allocation is delivered, a small supply can be collected from the Council Offices. In these instances, residents will only be provided with the number of sacks required to take them up until the next annual delivery.

STROUD DISTRICT COUNCIL
ENVIRONMENT COMMITTEE

**AGENDA
ITEM NO**

4 FEBRUARY 2021

6

Report Title	UBICO CONTRACT EXTENSION			
Purpose of Report	To recommend the extension of the Ubico agreement for a further five year period.			
Decision(s)	<p>The Committee RESOLVES to:</p> <p>a) Approve the extension of the Ubico agreement for a further 5 years, taking the contractual period to 31st March 2027, and</p> <p>b) Delegate authority to the Head of Community Services in consultation with the Chair of Environment Committee to formally write to Ubico and undertake such other steps necessary to carry out this recommendation.</p>			
Consultation and Feedback	N/A			
Report Author	Michael Towson, Community Services Manager Email: michael.towson@stroud.gov.uk			
Options	Committee could instruct a procurement procedure to be undertaken. However, for the reasons outlined in the report the officer advice is that we extend the existing agreement with Ubico.			
Background Papers	N/A			
Appendices	N/A			
Implications (further details at the end of the report)	Financial	Legal	Equality	Environmental
	Yes	Yes	No	Yes

1. INTRODUCTION / BACKGROUND

- 1.1 In 2016 SDC entered into an agreement with Ubico for the provision of waste and recycling collections, street cleansing, grounds maintenance, building cleaning and fleet management and maintenance.
- 1.2 Ubico are a teckal company owned by various local authority shareholders, including SDC. The ‘teckal’ exemption allows Ubico to deliver services to public bodies without going through a public procurement process. The status has numerous associated benefits including services being delivered at cost and a greater degree of flexibility to re-design and change services.

- 1.3 The agreement runs until the 31st March 2022, after which there is the option to extend, for a period up to five years.
- 1.4 The agreement with Ubico is a key contract for SDC, representing around a third of the overall budget in financial terms, but also providing many of the front facing customer contacts.
- 1.5 This report briefly reviews performance over the preceding years, with a view to recommending an extension to the term.

2. OPERATIONAL PERFORMANCE

- 2.1 Ubico entered into the agreement in 2016 in the midst of a service change, which made some fundamental changes to waste and recycling provision in the district.
- 2.2 These changes and the resulting improvements to recycling percentages and residual waste levels, have been recognised nationally with an award at the Materials Recycling World National Recycling Awards in June 2019 (lowest national rate for waste sent to landfill 2017/18).
- 2.3 The working relationship between SDC and Ubico is robust and improvements to reporting measures have taken place over the preceding five years. Recommendations from a 'satisfactory' internal audit have been implemented and the flow of information is now much improved. This includes the flow of financial data, allowing SDC to closely monitor budgets and expenditure throughout the year. The budget setting process has also improved, with Ubico providing waste round expansion plans, to cater for housing growth.
- 2.4 Ubico provide full transparency to SDC staff, offering full access to site records at all times and particularly for the purposes of the annual health and safety report, presented to the Joint Safety Committee. Regular arranged and unannounced site inspections are undertaken and SDC staff monitor radio communications when working at the depot.
- 2.5 A quarterly Environmental Services Partnership Board (ESPB) meeting is undertaken where any fundamental changes to practice are discussed. Standing members include the Environment Committee Chair alongside personnel from various SDC departments and Ubico management staff. It was recently agreed that the minutes of these meetings would be circulated to members of the Environment Committee.
- 2.6 The ESPB meeting provides the forum for the discussion of Key Performance Indicators (KPIs), which are also rigorously monitored by the Community Services Manager and Ubico Operation and Transport Manager. KPI targets have been agreed and results are assessed against these, taking account of seasonal fluctuation and other mitigations.
- 2.7 The KPIs were subject of much consideration and remain under constant review, as do the associated performance targets. Most recently at the January ESPB meeting, the target for missed collections was tightened from no more than 350 misses in a calendar month, to no more than 325 in a calendar month, after previously being trimmed from 400.
- 2.8 The latest review of KPI figures revealed that Ubico are performing well; the ESPB minutes note a positivity about the performance in 2020 despite the increase in waste volumes at the kerbside and in litter bins, as a result of the Covid-19 pandemic.

2.9 The table below (Table 1) is a colour coded KPI Tracker, used to highlight headline performance. The predominant table colour is green, illustrating performance at or above target levels. For those not regularly recording 'on target' figures there is the following commentary:

- CS3 (Agency staff as a percentage of the overall workforce) – In 2020/21 there has been a marked improvement and less reliance on agency staff, even given the pandemic. A wider contracted pool of staff has been created to cover holidays and other absences.
- SC1 (Number of street cleaning requests per month) – Winter always increases the number of street cleaning requests, often associated with fallen leaves. Over 21 tonnes of leaves have been collected so far this winter and whilst every effort is made to proactively guard against service requests, nature sometimes overrides this.
- WC1 (Residual household waste per head of population (KG/month)) – The pandemic has led to increased waste presentation levels by residents, as waste disposed of commercially, at workplaces and offices, is diverted to the kerbside scheme. Whilst the pandemic may lead to more working from home in the long term, we expect figures to return to normality as we recover.
- WC2 (% household waste – Recycling rates are somewhat seasonal and we've seen this over many years. This phenomenon is exacerbated by our garden waste scheme ceasing in December and January. Recycling rates are at a peak in the summer and tail off in winter, especially directly after Christmas. Year to date figures suggest we're likely to maintain a recycling rate of around 60%. Although residual waste has increased considerably (reflected in WC1), recycling presentation has also increased to maintain parity.

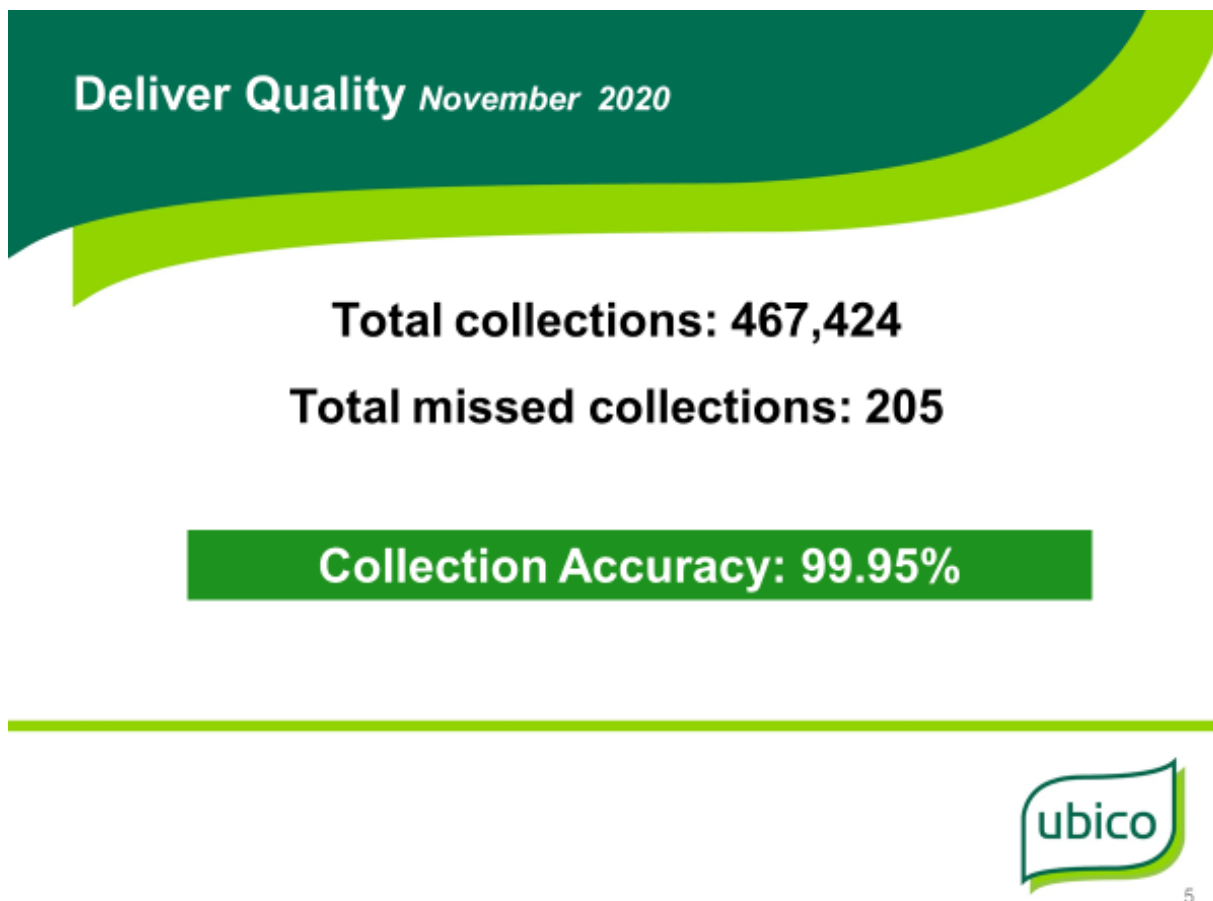
Table 1
KPI Tracker – 2020 Calendar Year

KPI	Monthly Target	Dec-19	Jan-20	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov
CS1 Number of RIDDOR incidents	0	0	0	0	1	0	0	0	0	0	0	0	0
CS2 Number of 'safety concerns' health and safety reports	25	69	56	46	42	35	25	36	45	43	55	61	56
CS3 Agency staff as a percentage of the overall workforce	<3%	8%	6%	0%	10%	3%	2%	3%	3%	3%	3%	3%	3%
CS4 - Number of service complaints (non-waste)	<5	2	0	3	2	0	3	1	6	4	0	4	0
SC1 – Number of street cleaning requests per month	<30	35	49	33	25	10	10	33	20	21	23	25	39
WC1 - 'Residual household waste per Head of Population (kg/month)'	<10kgs	10.22	12.24	9.64	10.24	11.88	11.59	11.40	12.37	10.12	11.58	11.56	10.80
WC2 - % Household waste reused, recycled and composted	>60%	57.78%	55.57%	57.60%	58.86%	60.83%	60.56%	59.94%	61.22	60.33%	61.12%	59.06%	58.46%
WC3 – Number of justified missed collections per month	<325	196	284	276	292	241	232	256	257	210	235	264	205
WC4 – Number of missed assisted collections per month	<25	24	25	18	26	13	15	11	21	15	24	27	20

- 2.10 Picture 1 below is an excerpt from the November 2020 Management report that Ubico produce for regular review. It provides an illustration of what the KPIs mean in reality – the slide relates to missed collections. Whilst there were 205 missed collections, 467,219 collections were conducted across the waste streams without issue.

Picture 1

Excerpt from Ubico Monthly Report (November 2020)



- 2.11 In addition to the positivity regarding KPI performance, the contract management team within Community Services also report that working relationships are positive and supervisory changes have been made recently to enhance this.

- 2.12 A performance report from the Community Services Manager to ESPB has been added to the agenda as a standing item. This further provides the opportunity to reflect on particular areas of concern, with the emphasis being on feedback from the wider multi-service team, who are monitoring standards in their day to day work.

3. INDEPENDENT REVIEW

- 3.1 To supplement the ongoing contract management, SDC commissioned a value for money report in late 2018 to assess the substantive elements of the Ubico agreement, namely the waste services.

- 3.2 The APSE associate looked at numerous factors including financial data. The report concluded: 'The authority receives value for money from the operation of waste services by Ubico'.

- 3.3 Moreover, the associate considered that: 'The operational delivery by Ubico...is very professional, has a wealth of experience and skills on the front line and managerially, and is well managed'.
- 3.4 SDC remain APSE members and use benchmarking data, submitting returns every two years to lessen the considerable administrative burden. Data for 2019/20 has recently been submitted, whilst the most recent report for 17/18 ranks SDC favourably within the family group.
- 3.5 At the ESPB meeting in September it was agreed that more simplistic DIY benchmarking data would be sought in the future too.
- 3.6 A review exercise has been undertaken by other district authorities in Gloucestershire, who use Ubico for environmental services. Each has replicated the conclusion of our APSE report and reflected that significant financial savings are being delivered by Ubico. The setup of Ubico as explained in [1.2], is key to this.
- 3.7 It should be noted that whilst the independent report in Stroud focused on waste services, other authorities have focused on broader services; with similar conclusions. In fact, a WYG report for one authority, particularly praised street cleansing and grounds maintenance operations, which were realising particular financial benefits compared to commercial options.
- 3.8 Consideration will be given to a further SDC consultant report throughout the extension term. This could encompass the whole range of Ubico activity to provide further ongoing reassurance, or to highlight areas that may have degraded.

4. DECISIONS FROM OTHER UBICO PARTNERS

- 4.1 Other district authority partners are taking similar decisions around the county at present, with all agreements to be reviewed 12 months prior to the concurrent conclusions in 2022.
- 4.2 At the time of writing Cheltenham Borough Council have decided to extend their agreement for the additional 5 years. They have been the first to make this decision.

5. CONCLUSION

- 5.1 There have been vast improvements in the relationship between Ubico and SDC since conception. The adversarial stance has retreated and as a result, trust continues to build. In large part this has been enabled by better information flow, particularly concerning finances.
- 5.2 Results are good. Residents are getting good service and performance indicators reflect this. Multi-service team staff are complementary of the continued operational improvements Ubico have made and rectification measures when things do go wrong are in place.
- 5.3 Ubico offer good value for money and the model offers significant savings against a commercial option.
- 5.4 Officers believe that an extension to the agreement should be sought and the maximum five year extension is recommended to members.

6. IMPLICATIONS

6.1 Financial Implications

The extension to the agreement will have financial implications over the next 5 years. A new budget is proposed in conjunction with SDC each Financial year. This will incorporate such things as inflation and material changes to the Contract. Officers (including the S151 Officer) from SDC will robustly investigate any increases and work alongside Ubico to set the budget each year to fulfil the community needs whilst retaining value for money. Budget discussions include consideration of the longer term picture and this is included in the Council's Medium Term Financial Plan.

Adele Rudkin, Accountant
Email: adele.rudkin@stroud.gov.uk

6.2 Legal Implications

On 29th January 2016 the Council entered into an agreement with Ubico for the provision of waste and recycling collections, street cleansing, grounds maintenance, building cleaning and fleet management and maintenance. This agreement terminates on 31st March 2022 unless the Council decides to extend the term. The agreement provides that the Council may extend the term for a further 5 year period if written notice is serviced on Ubico not less than 12 months prior to the termination date. If the Council decides to extend the term, the Council and Ubico will enter into a deed of variation accordingly.

One Legal
Email: patrick.arran@stroud.gov.uk

6.3 Equality Implications

There are not any specific changes to service delivery proposed within this decision.

6.4 Environmental Implications

There are no significant implications within this category, albeit the Ubico agreement is a key driver to environmental improvements.



STROUD DISTRICT COUNCIL

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ENVIRONMENT COMMITTEE

MEMBER REPORT

NAME OF ORGANISATION/BODY	Planning Review Panel
DATE OF LAST MEETING ATTENDED	15 December 2020 & 12 January 2021
BRIEF REPORT:	
<p>Since the report to this committee on Severn Estuary Mitigation at your last meeting the Planning Review Panel has discussed some of the provisional results from the recent consultation on additional housing options. These have yet to be finalised and will form part of an officer report in March. Similarly changes and additions to the Draft Local Plan Homes and Communities section of the new Local Plan have been discussed but not yet finalised. They will form part of an officer report in March.</p> <p>The panel also discussed possible future housing number requirements and possible adjustments to requirements and timing of the Local Plan submission.</p> <p>Much depends upon the timing of the Local Elections. At present the draft new Local Plan is proceeding as previously advised and is schedule to be presented to Environment Committee in March 2021.</p>	
FUTURE MEETINGS	16 February 2021, 16 March 2021
REPORT SUBMITTED BY	Councillor Studdert-Kennedy
DATE	20 January 2021

**STROUD DISTRICT COUNCIL
ENVIRONMENT COMMITTEE**

**AGENDA
ITEM NO**

8

4 FEBRUARY 2021

WORK PROGRAMME

Date of meeting	Matter to be considered	Notes (e.g. lead Member/Officer)
20.04.21	Member Reports – Written submission to be circulated to Members a) Planning Review Panel b) Stroud Regeneration Committee c) Performance Monitoring Q3	Leads: Cllr N Studdert-Kennedy Cllr S Pickering Cllr Sutton & vacant post
	Gloucestershire Tree Strategy	Strategic Director of Place
	Cycling and Walking Plan for Stroud District	Planning Strategy Manager
	Budget Monitoring Q3	Accountant
	Recycling - Scoping Report on Expansion Options	Community Services Manager

Items for future meetings

- Final Draft Local Plan Recommendation to Council for submission of Plan - Head of Planning Strategy
- Community Involvement
- Report on Glover Review - Principal Planning Officer
- Building Back Better Strategy

Published Members' Information Sheets		
Date sent (& Ref No)	Topic	Notes (e.g. responsible officer)
20 January 2020 E-2019/20-001	The Landscapes Review Final Report (The Glover Review)	Principal Planner, Planning Strategy
20 January 2020 E-2019/20-002	Update on the work of the Service Review Working Group – Ubico Multi-Service Contract	Community Services Manager
23 January 2020 E-2019/20-003	Ash Dieback	Senior Arboriculture Officer
3 February 2020 E-2019/20-004	Dissolution of the Gloucestershire Joint Waste Committee and formation of the Gloucestershire Resources and Waste Partnership	Community Services Manager

Information Sheets for Future Meetings:

Marine Management Organisation and Marine Management Plan – TBC