

Rutland County Council

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Minutes of the **MEETING of the GROWTH, INFRASTRUCTURE AND RESOURCES SCRUTINY COMMITTEE** held via Zoom on Thursday, 16th September, 2021 at 7.00 pm

PRESENT:

Councillor J Fox (Chair)
Councillor M Oxley (Vice Chair)
Councillor P Ainsley
Councillor N Begy
Councillor G Brown
Councillor M Jones
Councillor G Waller

**PORTFOLIO
HOLDERS
PRESENT**

Councillor O Hemsley	Leader and Portfolio Holder for Policy, Strategy, Partnerships, Economy and Infrastructure
Councillor L Stephenson	Deputy Leader and Portfolio Holder for Communities, Environment and Climate Change
Councillor K Payne	Portfolio Holder for Finance, Governance and Performance, Change and Transformation
Councillor A Walters	Portfolio Holder for Health, Wellbeing and Adult Care

**OFFICERS
PRESENT:**

Penny Sharp	Strategic Director of Places
Saverio Della Rocca	Strategic Director of Resources and S151 Officer
Robert Clayton	Head of Culture and Registration
Martin Jones	Interim Principal Environmental Services Manager
Jane Narey	Interim Senior Governance Officer

1 WELCOME AND APOLOGIES RECEIVED

Councillor Fox welcomed everyone to the meeting. No apologies were received.

2 RECORD OF MEETING

The minutes of the meeting held on the 10th June 2021 were approved as an accurate record.

3 DECLARATIONS OF INTEREST

There were no declarations of interest

4 PETITIONS, DEPUTATIONS AND QUESTIONS

There were no petitions, deputations or questions.

5 QUESTIONS WITH NOTICE FROM MEMBERS

There were no questions with notice from members

6 NOTICES OF MOTION FROM MEMBERS

There were no notices of motion from members

7 CONSIDERATION OF ANY MATTER REFERRED TO THE COMMITTEE FOR A DECISION IN RELATION TO CALL IN OF A DECISION

There were no items of call-in

8 LEISURE CONTRACT: BUSINESS CASE

Report No. 110/2021 was presented by Councillor Walters and Penny Sharp. During the discussion, the following points were noted:

- Councillor Walters informed attendees that a presentation would be shown but if attendees wished to see or discuss financial figures then the meeting would have to be moved into 'exempt' status.
- The Clerk confirmed that no exempt Zoom session had been created for the meeting.
- The Chair stated that the Leisure Contract could not be discussed without members knowing the financial details.
- Penny Sharp reported she was unaware that the Committee had requested information regarding specific costings. She confirmed that the financial details were commercially confidential so specific figures could not be discussed in a public session.
- Councillors Brown and Ainsley asked if the financial details could be emailed to attendees and the agenda item be deferred to later in the meeting.
- The Clerk confirmed that the financial details could not be emailed to members of the Committee as they had to be transcribed into large print for a member of the Committee and sent prior to the meeting to give that member time to read the information.
- It was unanimously agreed that the agenda item be deferred to the end of the meeting.

9 MUNICIPAL WASTE MANAGEMENT AND STREETSCENE STRATEGY 2021-2035

Report No. 109/2021 was received from Penny Sharp. The report was presented by Councillor Lucy Stephenson. During the discussion, the following points were noted:

- This was the updated strategy following public consultation with 675 Rutland residents and the Future Rutland conversation.
- The waste contract was due to expire and the new contract was planned to not only align with the current financial restraints but also the Environmental Bill, which was due for legislation in 2023.

- The aim of the strategy was to reduce waste and increase recycling within Rutland.
- Councillor Stephenson stated that there was a robust evidence base throughout the new strategy to ensure that it was financially deliverable.
- Penny Sharp confirmed that the Waste Strategy stated the high-level principles and processes that the council wished to follow regarding future waste collection and recycling.
- Councillor Waller requested clarification regarding 'fW' in the report. Penny Sharp informed the committee that it referred to energy from waste.
- Councillor Brown stated that the document did not appear to reflect the current financial situation. He also stated that the report should have included SMART objectives, a clear financial plan, best estimates, required resources and details of the people responsible for the delivery of the strategy.
- Councillor Stephenson reminded Councillor Brown that the Scrutiny Committee had been asked to endorse to Cabinet/Council the vision for future waste management and that every Councillor was fully aware of the Council's financial position.
- Penny Sharp reported that the Environmental Bill had not been approved and that certain services were not detailed within the Bill as 'mandatory' but it was foreseen that in the future these services, such as food waste, would become mandatory services supplied by the local authority.
- The Chair requested that the Scrutiny Committee pre-meets were arranged approximately one week before the actual Scrutiny Committee meeting.
- Councillor Jones stated that a lot of communication and education would be required with residents regarding the strategy but that the Climate Action Group and Parish Council could undertake most of this work.
- Councillor Begy asked what our rural neighbours were doing and Penny Sharp stated that discussions had been held with Melton Borough Council regarding re-procurement, the structure of resources and economies of scale. Conversations had also taken place with Lincolnshire County Council, Leicestershire County Council and Peterborough City Council regarding the potential for the provision of joint services but this was not deemed to be cost effective.
- Councillor Stephenson confirmed that the Committee had received all the project and bid papers but it had not clearly stated that it wanted all the background information that had fed into the strategy.
- Councillor Waller stated that no analysis of data and costs had been included in the report, that some items were out of date and there was no evaluation.

RESOLVED:

- a) That the Committee would NOT ENDORSE the Waste Strategy document and accompanying action plan.
- b) That the Committee requested Governance to re-arrange the Scrutiny Committee pre-meets to approximately one week before the actual Scrutiny Committee meeting.

10 WASTE OPTIONS APPRAISAL

Report No. 108/2021 was received from Councillor Lucy Stephenson and a presentation was given by Penny Sharp. During the discussion, the following points were noted:

- A copy of the presentation would be distributed with the minutes.

- Penny Sharp stated that the re-procurement deadlines were tight and did not align with the meeting dates of the Scrutiny Committee but that information was shared with Members as and when it was available.
- One of the objectives of the re-procurement was to ensure a 10% cost saving. However, the original contract was procured in 2008 so the costs associated to that contract were over 10 years old.
- Contract would go live on the 1st April 2024. This date could not be extended.
- It was expected that the collection of food waste would become mandatory in the future.
- Three main approaches had been investigated:
 1. Option 1 (a, b & c) was the system currently used in Rutland for waste collections whereby the household did not separate the waste and recycling. This option did not meet the minimum legislative requirements.
 2. Option 2 (a, b & c) would require the household to separate the cardboard/paper from the recycling and waste. This would be the most cost-effective option.
 3. Option 3 (a, b & c) would require the household to separate all waste into individual streams e.g. cardboard/paper, glass, plastic, food waste etc. This option would not be operationally feasible and did not meet the cost objective.
- Option 2b was the preferred option for Rutland County Council.
- Households would have two containers; one for cardboard/paper and one for all other recycling, which would be collected on an alternate fortnightly basis. There would also be a weekly food waste collection.
- Glass and plastics would continue to be collected and recycled.
- Green waste would continue to be a separate tendered service.
- Cost details regarding adding the food waste collection on to the contract later were requested by Councillor Begy for comparison.
- Penny Sharp confirmed that Biffa owned the bins so the Council was investigating the most cost-effective options i.e. bins, boxes or bags.
- Councillors Brown and Ainsley asked why there were no details of the cost implications for each of the different options and why the information (including Appendix A and the presentation) had not been shared earlier with the Scrutiny Committee. Councillor Oxley also stated that it would have been beneficial to have seen the presentation before the meeting.
- Penny Sharp reported that information was provided to the Committee as soon as it had been collated and was available for distribution.
- Penny Sharp also stated that she had explained the situation regarding the tight procurement and information deadlines with the Chair and Vice Chair in the agenda setting meeting and that it had been agreed by them that a verbal update in the Scrutiny Committee meeting, would suffice.
- Councillor Waller stated that the main aim of the strategy should be to save money. She also asked if the size of the black bin would be reduced once the food waste collection had been instigated and requested that the separated cardboard/paper be stored in a bin rather than a sack/bag or box.
- Councillor Ainsley thanked Penny Sharp and officers for all the hard work in producing the reports and strategy.
- Councillor Stephenson informed the Committee that as the Portfolio Holder, she had received and read all the relevant information and had, following agreement with the Director, put forward the best option for the Committee to endorse. She also informed attendees that 674 Rutland residents had responded as part of the

public consultation and 86.4% of those believed that the strategy would deliver a green, clean and sustainable county.

11 CLIMATE ACTION NETWORK GROUP: PROGRESS TO DATE

A verbal update was received from Councillor Stepheson. During the discussion, the following points were noted:

- A climate crisis was declared in January 2021.
- Councillor Stephenson, as Portfolio Holder, established a Members' Climate Action Group.
- First meeting was held at the end of January 2021 and a further seven meetings have been held since then.
- A Climate Summit Meeting was held in May 2021, which included 12 guest speakers covering many topics.
- The summit meeting resulted in the creation of the Climate Action Network Group, which involved representation from 20+ villages and towns.
- Councillor Stephenson also confirmed that all Parishes and Parish Councils were given regular climate update briefings.
- Councillor Burrows had managed to secure funding from the National Lottery for the creation of the webpage rutlandclimateaction.org, which would go live on the 17th September 2021.
- A Community Action Plan had also been drafted.
- The Great Big Green Week would run from the 18th to the 26th September 2021 and would entail thousands of events to celebrate how communities were taking action to tackle climate change with the aim of raising awareness.
- 11 action points from the Biodiversity Task and Finish Group had also been viewed and included where appropriate into the Community Action Plan.
- The Sustainable Land Trust would run two pilot schemes with Parishes to review how community data was collected.
- Councillor Stephenson confirmed that the Rutland Climate Action website would contain full details regarding each village's involvement.
- Councillor Oxley requested that the Biodiversity Task and Finish Group be re-convened for a final meeting so that Councillor Stephenson could report in full. The proposal was seconded by Councillor Fox.

RESOLVED:

- a) That the Committee requested Governance to convene a final meeting of the Biodiversity Task and Finish Group.

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Councillor Fox proposed that the Leisure Contract be deferred to the Special Growth, Infrastructure and Resources Scrutiny Committee meeting on the 7th October 2021 at 7.00 p.m. and this was agreed by the Committee, Penny Sharp and the Portfolio Holder.

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12 PARKING STRATEGY: UPDATE

A verbal update was received from Councillor Stepheson. During the discussion, the following points were noted:

- Written headlines from Councillor Stephenson were distributed to attendees – copy attached.

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Councillor Waller proposed an extension until 22:00, this was seconded by Councillor Oxley and was unanimously agreed at 21:27

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- Councillor Waller requested that parking hotspots be listed e.g. outside schools etc. and areas where there were no pavements.
- Councillor Oxley asked if an update about the need for resident parking permits would be carried out. Councillor Stephenson confirmed that she would check with the Parking Manager.
- Councillor Stephenson reported that the draft parking strategy would be discussed at Cabinet in December and it was agreed that the draft strategy should be presented to the Scrutiny Committee prior to the Cabinet meeting.

RESOLVED:

- a) That the Committee requested Governance to update the work plan to include the draft parking strategy for discussion at the Growth, Infrastructure and Resources Scrutiny Committee meeting on the 18th November 2021.

13 REVIEW OF FORWARD PLAN AND ANNUAL WORK PLAN

Councillor Waller requested that a final report and recommendations from the Biodiversity Task and Finish Group be added to the agenda for the November meeting.

14 ANY OTHER URGENT BUSINESS

There was no urgent business

15 DATE AND PREVIEW OF NEXT MEETING

7 October 2021 at 7.00 p.m. via Zoom

Special Agenda

- Leisure Contract – Business Case

18 November 2021 at 7.00 p.m.

Agenda

- Finance Update
- Developer Contributions: Analysis of S106 and CIL money
- Biodiversity Network: national and regional assessment framework
- Revised Parking Policy: draft
- Biodiversity Task and Finish Group: final report and recommendations

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Chairman closed the meeting at 9.35 pm.

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Rutland County Council

Options Appraisal

Stage 1 Modelling Results and Preferred Option

Why A Decision Is Required Now

- Existing contract ending with no extension option available
- Procurement process timeline to adhere to ensuring we are ready for 2024 mobilisation avoiding additional costs
- Following Waste Strategy recommendations
- Reducing Carbon Footprint (Climate Motion)
- Complying with anticipated requirements of Environment Bill (avoiding additional costs of making major service change mid contract)
- Avoid paying higher rates to add additional services later (e.g. weekly food waste).

Current Waste Contract

- Biffa currently provide all collection services on behalf of RCC with the original contract expiring on 31st March 2022
- Original re-procurement of services had to be suspended due to Covid – Council agreed to extend existing contracts
- Extension via VEAT notice agreed running from 1st April 2022 until 31st March 2024
- Annual increase to cover extension period £183,000
- No further contract extensions legally possible

Procurement Process & Timeline

Pre-procurement Stage:

- Began in October 2020.
- We are currently at stage 7 having undertaken a Waste Analysis, Waste Infrastructure review, Waste Strategy review and consultation.
- Now at the important stage of Waste Strategy approval and Options appraisal for collections.
- Currently on schedule with the next milestones to take us to Procurement including developing an options model.
- These stages must be completed by August 2022.

Procurement Stage:

- We will then move to the Procurement stage requiring us to undertake the Tender Process and award of contract by August 2023.
- This will then be followed by a De-mobilisation of the old contract and mobilisation of the new between October 2023 and March 2024.
- We go live with the new Contract 1st April 2024.

Waste Strategy

A new draft Waste Strategy has been approved by the Project Board to take RCC forward and improve the collection service in line with government/DEFRA Guidance. After Scrutiny input, the next Governance stages will take it through to Cabinet for final approval.

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Key Strategy recommendations:

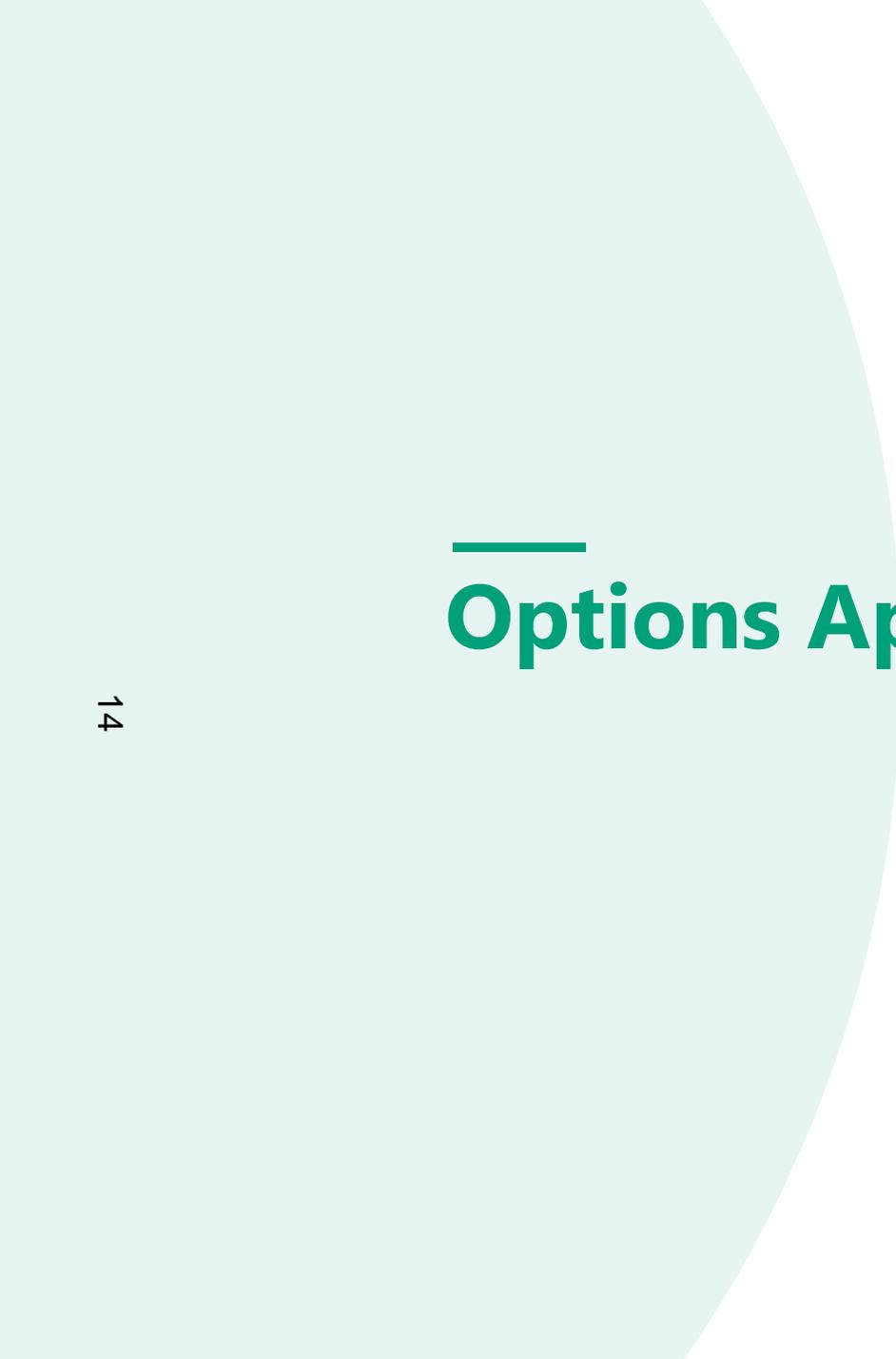
- Reduce residual waste to a minimum.
- Maximise reuse and recycling of materials collected.
- Reduce the county's overall carbon emissions.
- Comply with all environmental legislation both now and in the future.

Environment Bill – Key considerations

- The Bill was introduced to the House of Commons in January 2020.
- It is now in its final stages - the next stage is 3rd Reading in House of Lords with Royal Ascent expected 2022. Legislation is expected to be in statute from 2023.
- The Bill will mandate consistent and frequent recycling collections across England, ending the 'current postcode lottery'.
- It also seeks to ensure councils operate weekly separate food waste collections, preventing food waste from going to landfill or being incinerated.
- Businesses and other organisations that produce municipal waste will have a duty to separate the same recyclable waste streams (except for garden waste) and to arrange for their separate collection.
- Further clarity is still to be provided by Government on funding arrangements to support these additional burdens.

Current Position Summary

- No Contract Extension beyond 31st March 2024
- Procurement process requires going out to tender by September 2022
- Waste Strategy recommendations align with public expectations and the anticipated requirements of the [advanced] Environment Bill



Options Appraisal



Waste Options

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Option	Food Collection	Description
Option 1a	Comingled	Adds a separate weekly collection of food waste to the Baseline
Option 1b	Comingled	Adds a separate food waste collection using RCVs with food waste pods
Option 1c	Comingled	Adds a separate weekly collection of food waste and increases dry recycling collection frequency to weekly
Option 2a	Two Stream	Compares the cost of a two-stream recycling service (separate fibres) against the baseline
Option 2b	Two Stream	Adds a separate weekly food waste collection to Option 2a. Provides a useful comparison with Option 1a
Option 2c	Two Stream	Adds a separate weekly collection of food waste and increases dry recycling collection frequency to weekly
Option 3a	Multi Stream	Compares the cost of a fortnightly multi-stream collection against the Baseline and Option 2a
Option 3b	Multi Stream	Adds a separate weekly food waste collection to Option 3a
Option 3c	Multi Stream	Compares a weekly multi-stream collection with co-collected food waste against Option 3b

Options Considered

OPTION	Waste Strategy & Environment Bill	Public Acceptability	Operational	Cost
2a	NO	NO	YES	YES
2b	YES	YES	YES	YES
2c	YES	YES	YES	NO
3a	NO	NO	NO	YES
3b	YES	YES	NO	NO
3c	YES	YES	YES	NO

NB: Option 1 has been discounted as it does not meet the minimum legislative requirements

Preferred Option 2b

Waste Strategy guidance:

- Introduces Food Waste Collections (weekly)
- Improved Two-Stream Recycling service generating revenue
- Improves Carbon Footprint

Cost assessment:

- Most cost-effective option introducing Food waste
- Lowest additional costing for improved Recycling options

Operational assessment:

- Most Operationally efficient option with no change to collection cycle/Frequency
- Provides operational resilience (all streams in separate vehicles)

Alternative Option 2a

Waste Strategy guidance:

- Improved Two-Stream Recycling service generating revenue
- Improves Carbon Footprint

Cost assessment:

- Lowest additional costing for improved Recycling options

Operational assessment:

- Operationally efficient option with no change to collection cycle/Frequency

Risks

Waiting for further clarification on Environment

Bill:

- Delays to Procurement process will impact on quality of process and incur additional costs.

Doing Nothing:

- No option to extend current contract
- Opting for a shorter contract (1 or 2 year) to allow further time will come with a much higher cost and will also require additional cost of another procurement process.

Failing to comply with Environment Bill:

- Possible financial penalties and losing entitlement to Government Funding (Weekly Food Waste Collection)

Next Steps

Stage 2 Modelling

On preferred option(s), these are next steps

Variant options:

- Impact of Deposit Recycling Scheme on dry recycling collections – this is a potential requirement for producers to take responsibility for recycling of their materials, potentially reducing an income stream for the Council
- Three weekly residual – encouraging recycling and reduction of residual waste
- Reduced bin size (e.g. 140-litre / 180-litre) - encouraging recycling and reduction of residual waste

Sensitivity analysis:

- Food waste yield sensitivities – new service and volatility in volumes will impact cost
- Impact of market conditions on dry recycling income / gate fees

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Questions Please?

GIR Scrutiny: Additional Notes for Parking Strategy Update - Portfolio Holder

Introduction:

- Background: current overview
- Rutland specific challenges e.g. a lot of modern parking solutions are urban / city centric
- National Context
- Environmental agenda

Strategic Aims:

- A safe highways network
- Ease of movement on the highways network
- Accessibility to services (including retail)
- Behaviour change enabler with regard to achieving net carbon zero
- Encourage and educate residents to take responsibility for their choices

Themes to be covered in the strategy:

- 1) Town Centre Parking
 - a. Pay and display / car parks
 - b. Resident permit schemes
- 2) Outlying residential areas (Towns)
- 3) Villages
 - a. Acknowledgement of size / service centre e.g. Ketton
- 4) New development
- 5) Schools
 - a. Travel plans
 - b. Sustainable travel / climate change
- 6) Blue Badge Parking
 - a. Review of current policy: free; no time restrictions – consider time restrictions but maintain free
- 7) Tourism Hot Spots
 - a. Rutland Water
- 8) Pavement / Verge Parking
- 9) Fees and Charges
 - a. pay and display
 - b. resident parking permits (2 per house)
 - c. use thereof to encourage less use of private cars but noting rural circumstances / lifestyles

- 10) Enforcement
 - a. CEOs
 - b. Police

- 11) Parking infrastructure (ensure it is clear latest innovations have been explored)
 - a. car parks
 - b. Electric charge points
 - c. Smart parking
 - d. Ringo
 - e. Display boards
 - f. Annual tech parking review

Timeline:

- 22/10/20** GIR Scrutiny: initial discussion to inform work from the outset
- 26/01/20** All parish / town councils invited to share views about the current parking policy.
- 01/01/21** Present: various meetings internally including review of the current strategy, informed by parish, member and portfolio holder views
- 16/09/21** Update to GIR scrutiny: panel view needed: do you wish to see the draft prior to consultation or is more beneficial to be a stakeholder and formally provide feedback as part of the consultation process?
- 18/11/21** Draft Strategy to be presented to the GIR Scrutiny Committee
- 12/21** Cabinet: approval of draft strategy to go out to consultation.
- 01/22** Public Consultation
- 02/21** Review of public consultation responses
- 03/21** Cabinet Approval (noting that parking fees will also form part of the annual work /decision making around fees and charges for the authority as a whole)
- 04/21** New parking strategy comes into effect in line with the new municipal year

Please note that the current timeline has been moved to accommodate the emergent directive from the Department for Transport (DfT) regarding the BSIP (Bus Service Improvement Plan)