



County Offices
Newland
Lincoln
LN1 1YL

2 June 2016

Environmental Scrutiny Committee

A meeting of the Environmental Scrutiny Committee will be held on **Friday, 10 June 2016 at 10.00 am in Committee Room One, County Offices, Newland, Lincoln LN1 1YL** for the transaction of the business set out on the attached Agenda.

Yours sincerely

A handwritten signature in black ink, appearing to be 'Tony McArdle', written over a horizontal line.

Tony McArdle
Chief Executive

Membership of the Environmental Scrutiny Committee
(11 Members of the Council)

Councillors C L Strange (Chairman), Mrs V C Ayling (Vice-Chairman), A M Austin, C J T H Brewis, A Bridges, M Brookes, J R Marriott, N M Murray, C R Oxby, C Pain and R A Renshaw

**ENVIRONMENTAL SCRUTINY COMMITTEE AGENDA
FRIDAY, 10 JUNE 2016**

| Item | Title | Pages |
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| 1 | Apologies for Absence/Replacement Members | |
| 2 | Declaration of Members' Interests | |
| 3 | Minutes of the meeting held on 11 March 2016 | 5 - 16 |
| 4 | Announcements by the Executive Councillors and Senior Officers | |
| 5 | Water Recycling Centres Update <i>(To receive a report from Brian Kane (Regional Treatment Manager, Anglian Water), which provides the Committee with a summary of the situation regarding odours from Water Recycling Centres)</i> | 17 - 24 |
| 6 | Council Business Plan 2015 -2016 Performance Report, Quarter Four <i>(To receive a report from Jasmine Sodhi (Performance and Equalities Manager), which provides key performance information that is relevant to the work of the Committee. This item will also include a demonstration of performance infographics through the website of the Lincolnshire Research Observatory; and</i> <i>To receive a report from Sean Kent (Group Manager, Environmental Services), which invites the Committee to review, scrutinise and comment on Quarter 4 key performance information relevant to the work of the Environmental Scrutiny Committee)</i> | 25 - 48 |
| 7 | Update on SCoRE Programme <i>(To receive a report from Doug Robinson (Sustainability Team Leader), which updates the Committee on the SCoRE Programme)</i> | 49 - 54 |
| 8 | District Heating - Progress Report <i>(To receive a report from Mike Reed, (Environment Team Leader), which provides the Committee with an update on the District Heating Project)</i> | 55 - 56 |
| 9 | Climate Local Annual Review 2015 <i>(To receive a report from Doug Robinson (Sustainability Team Leader), which invites the Committee to consider and comment on the Climate Local Annual Review 2015)</i> | 57 - 74 |

- 10 Update on Lincolnshire Energy Switching Scheme (LESS)** 75 - 82
(To receive a report from Doug Robinson (Sustainability Team Leader), which provides the Committee with an update on the Lincolnshire Energy Switching Scheme)
- 11 Environmental Scrutiny Committee Work Programme** 83 - 88
(To receive a report from Daniel Steel (Scrutiny Officer), which enables the Committee to consider and comment on the content of its work programme from the coming year)

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Please note: for more information about any of the following please contact the Democratic Services Officer responsible for servicing this meeting

- Business of the meeting
- Any special arrangements
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ENVIRONMENTAL SCRUTINY COMMITTEE 11 MARCH 2016

PRESENT: COUNCILLOR C L STRANGE (CHAIRMAN)

Councillors A M Austin, A Bridges, M Brookes, J R Marriott, C R Oxby, C Pain, R A Renshaw, C E D Mair and Mrs J M Renshaw

Councillors: D Brailsford, C J Davie, Mrs M J Overton MBE, S L W Palmer, R A Shore, A H Turner MBE JP, Mrs A E Reynolds, S M Tweedale and R L Foulkes attended the meeting as observers

Officers in attendance:-

Andrea Brown (Democratic Services Officer), Sean Kent (Group Manager, Environment Services) and Daniel Steel (Scrutiny Officer) and Steve Willis (Chief Operating Officer – Development Services)

60 APOLOGIES FOR ABSENCE/REPLACEMENT MEMBERS

Apologies for absence were received from Councillors C J T H Brewis, Mrs V Ayling, N M Murray and R G Fairman.

The Chief Executive reported that under the Local Government (Committee and Political Groups) Regulations 1990 he had appointed Councillor C E D Mair in place of Councillor Mrs V C Ayling and Councillor Mrs J M Renshaw in place of Councillor N M Murray for this meeting only.

61 DECLARATIONS OF MEMBERS' INTERESTS

There were no declarations of Councillors' interests, however Members asked that the following be noted:-

Councillor M Brookes advised that he held the Portfolio for Waste Services at Boston Borough Council.

Councillor A Austin confirmed that she resided within one mile of the Boston Household Waste Recycling Centre which would be discussed at agenda item number five.

Councillor J R Marriott indicated that he used the Household Waste Recycling Centre at Whisby.

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Councillor R A Shored advised that he was the local Member for Whisby and would also be making the final decision in relation to agenda item number six as the Executive Councillor for Waste and Recycling.

Councillors C L Strange and A H Turner MBE JP advised that they were the local members for areas under discussion on the agenda.

62 MINUTES OF THE MEETING OF THE ENVIRONMENTAL SCRUTINY COMMITTEE HELD ON 29 JANUARY 2016

RESOLVED

That the minutes of the meeting of the Environmental Scrutiny Committee held on 29 January 2016 be agreed and signed by the Chairman as a correct record.

63 ANNOUNCEMENTS BY THE EXECUTIVE COUNCILLORS AND SENIOR OFFICERS

The Executive Councillor for Economic Development, Environment, Planning and Tourism made the following announcements to the Committee:-

- The Prime Minister had made supportive comments about tourism in Lincolnshire, in particular Gibraltar Point National Nature Reserve being described as "*tranquil*" before adding that "*.... the Lincolnshire Coastal Observatories project has £1.75 million to deliver two stunning new visitor centres in key places: The Gibraltar Point National Nature Reserve and Chapel St Leonards*". The Prime Minister also mentioned Lincoln Cathedral before stating, more generally, "*I love Lincolnshire*". The Committee welcomed the comments;
- A meeting of the Coastal Developers Forum had been held with the Environment Agency in attendance. A workshop session to consider the long term ambitions of the tourism sector and flood defences was to be organised for June 2016. An update would follow.

There were no further updates received.

In order to give time for a local member representation and full debate in relation to item 6 – *Changes to the provision of Household Waste Recycling Centres and Voluntary Recycling Credits*, the Chairman proposed that item 9 – *Update on Lincolnshire Energy Switching Scheme (LESS)* and item 11 – *District Heating Project Progress Report* be deferred to the next meeting.

RESOLVED

That Agenda Item 9 (Update on Lincolnshire Energy Switching Scheme (LESS)) and Agenda Item 11 (District Heating Project Progress Report) be deferred to the next meeting of the Environmental Scrutiny Committee.

64 BOSTON HOUSEHOLD WASTE RECYCLING CENTRE

Consideration was given to a report from the Executive Director for Environment and Economy which provided the Committee with details of the following recommendations to the Executive Councillor for Waste & Recycling and the Executive Councillor for Finance and Property:-

1. Approval from the Executive Councillor for Waste & Recycling for the Council to fulfil its duty under Section 51(1)(b) of the Environmental Protection Act 1990 through the construction and operation from 1 April 2017 of a Council-owned Household Waste Recycling Centre (HWRC) in Boston rather than to contract for the provision of such a centre from a third party as at present; and
2. Approval from the Executive Councillor for Finance and Property of the scheme appraisal for the capital expenditure in accordance with paragraph B9 of the Financial Regulations forming part of the Council's Constitution.

Sean Kent, Group Manager – Environmental Services, introduced the report and invited the Committee to consider the recommendations and make any comments which would be considered by the relevant Executive Councillors.

During discussion, the following points were noted:-

- There were five elements to consider for the proposed new site which included the access road, compaction and transport of containers. The costings for the proposed site were currently unknown but the Committee was assured that it would need to be operationally viable in order to proceed;
- The current site would require considerable operational work undertaken to bring it up to the required standard. All the options would be considered alongside a potential new site and a cost comparison provided;
- If the site on Nursery Road was chosen as the preferred option, the Committee was advised that access to the site would be signed and an access road included within the developers costs. Service users would, therefore, be signed along Bittern Way;
- Although Boston currently operated seven days per week and the proposal was to reduce this to four days per week, further consideration would be given to the opening hours through contract negotiations, following which it would be presented to the Committee for further discussion;
- Although there would be four day opening over the weekends for domestic use, consideration may also be given to additional opening hours during the week for trade use. There were legal issues around this type of opening, including health and safety, but all options would be considered;
- Building of new sites could take up to a year to become operational taking in to consideration the required purchase length, granting of planning permission and building. A decision would need to be taken quickly to ensure that all of these processes were complete prior to the end of the current contract;
- Savings were already in place in regard to staffing and the changes had improved the effectiveness of each site;
- The owners of the site were confirmed as FCC Environment, further explained as Fomento de Construcciones y Contratas, and formed part of one of the world's largest environmental services companies, based in Spain;

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- In regard to the recent flooding in Boston, it was confirmed that the risk had been reduced as much as possible but this may not provide 100% protection from flooding. Lessons had been learned from previous flooding experience and it was thought that the defences implemented were sufficient;
- The Committee agreed that it would be better to establish a new site but acknowledged that serious consideration would be given to the existing site should the offer from the current owners be beneficial;

RESOLVED

1. That the recommendations to the Executive Councillors as set out within Appendix 1 to the report be supported;
2. That the comments of the Committee, as noted below, be passed to the Executive Councillors:-
 - a. It was queried whether the cost for the purchase of the existing site from FCC Environment was included in the proposal and if there were any issues with the proposed road access to the site;
 - b. Concerns regarding the proposed four day opening hours of the site and the possible wider impact this could have were highlighted. Concerns were also raised regarding the wider impact of the green waste service provision introduced by Boston Borough Council on the HWRC. Members sought clarification that additional consideration be given to these points and further information presented to the Committee in future;
 - c. Support for the proposed new site was agreed and the Committee thought that the decision should not be held up by discussions with the present contractor regarding the sale of the current site;
 - d. Support for the 'invest to save' proposal was noted. The advantages to Lincolnshire County Council would be the benefit from greater economies and operational efficiencies from revised contracting arrangements at all LCC owned sites;
 - e. Concern was raised in relation to possible delays of the purchase of a new site and further delays in opening the revised service in time for the current contract end for April 2017, due to the tight timescales and a risk of potential delays;
 - f. Clarification was given that Boston HWRC had been reported as the most expensive facility in the county. Members gave support to the proposals in light that the payback period for the proposed new HWRC would be 5.3 years.

65 CHANGES TO THE PROVISION OF HOUSEHOLD WASTE RECYCLING CENTRES AND VOLUNTARY RECYCLING CREDITS

Consideration was given to a report of the Executive Director for Environment and Economy which provided the proposed changes to the provision of Household Waste Recycling Centres and Voluntary Recycling Credits prior to the decision of the Executive Councillor on 11 March 2016.

Councillor R A Shore, Executive Councillor for Waste and Recycling, introduced the report and confirmed that the recommendations reached following the announcement of the Comprehensive Spending Review and the savings the Council were required to make as a result. This position had been presented to the Committee at recent meetings and, in addition, discussions had been held with the Parish Councils of the affected sites and Member briefing sessions had been held to discuss the proposals in more detail. It was reported that 21 representations had been received and responded to during those consultations and that District Council's had also raised their concern in relation to the potential increase in fly tipping as a result of the closures.

Councillor Shore stressed that the recommendations were necessary in response to the budget cuts as there were no other options available and asked the Committee to be mindful of this when considering the report.

The Chairman thanked Councillor Shore for his frank explanation of the situation. Five Councillors attended the meeting to make representations on behalf of their divisions and the Chairman advised that he would allow each Member five minutes to address the Committee and to ask one question. These questions would be addressed once all Members had spoken.

- Councillor D Brailsford addressed the Committee on behalf of his division in Stamford and the proposed discontinuance of the supplementary service at Stamford. Previous discussions had resulted in locating a suitable site for a dedicated HWRC in Stamford as this was deemed to be high on the agenda for this area. It was acknowledged that this had proved difficult and only 18 months later the proposal was to remove the supplementary service and have all residents travel to Bourne despite the town having more than 20k residents and further plans to build 2k additional homes. The Committee were invited to visit Stamford when the supplementary service was operating as there was, on average, 50 cars waiting to utilise the service. Councillor Brailsford acknowledged the position of the Council and supported many difficult decisions which were to be made as a result of the budget cuts but he stressed that this service was essential for the town of Stamford and urged the Executive Councillor for Waste and Recycling to reconsider this decision;
- Councillor Mrs M J Overton MBE addressed the Committee on behalf of the residents of Leadenham and surrounding areas. It was proposed that alternatives may be possible in order to keep the site at Leadenham open, for example allowing the Parish Council to run the facility. 1500 people signed a petition to retain the site and it was reported that 20k vehicles used the site each year. Further concern related to the impact on the road network of increased travelling distances to the nearest HRWCs in Lincoln and Sleaford. The suggestion of public funding was also mentioned but this would not be possible whilst the site was a formal County Council facility. Councillor Mrs Overton felt that it was nonsensical to close a rural site which was cost effective and popular and urged the Executive Councillor for Waste and Recycling to delay making the decision until further options could be provided;
- Councillor S L W Palmer addressed the Committee on behalf of residents within his Alford and Sutton division and also in his capacity as Town

Councillor for Mablethorpe. A number of residents along the east coast of the County were unable to travel further to dispose of their waste as they simply did not have the money to do so. The service in Mablethorpe was considered supplementary but it was thought that this should not be deemed supplementary as it was the only service these residents had access to. The 12 mile radius policy guidelines to the proposed site to was "as the crow flies" but for over 20k residents in those areas this could mean a round trip of up to 35 miles. The Executive Councillor for Waste and Recycling was asked to reconsider the discontinuation of the supplementary service in Mablethorpe;

- Councillor Mrs A Reynolds addressed the Committee on behalf of residents in Mablethorpe. Mablethorpe was reported as the poorest area in Lincolnshire with 50% of residents without access to a car. The Committee were asked to consider how these residents could transport their waste to Louth. In addition, concern was raised about the ability of the EU to fine countries if recycling targets were not met. It was suggested that the decision of the Executive Councillor for Waste and Recycling be delayed until the impact of the potential level of fines could be assessed;
- Councillor R L Foulkes addressed the Committee on behalf of residents in Stamford. It was suggested that Members in the affected divisions had not been personally informed of these proposals and Councillor Foulkes asked that his disappointment that he had not been notified of something this crucial to residents be noted in the minutes. The Executive Councillor for Waste and Recycling and the Group Manager – Environmental Services were invited to Stamford to address both service users and Stamford Town Council to seek their views.

The Chairman thanked Members for their comments and invited officers to address any issues raised during Members' address.

Maps of the relevant areas were projected for Members' information. It was noted that it was 12 miles "as the crow flies" between Stamford and Bourne and, although 5% of residents fell outside of the 12 mile radius, this was acceptable within the current policy. Despite the supplementary service being well utilised and supported for a number of years, additional budgets cuts were necessary and the proposals had been made in line with the current policy in order to deliver those cuts.

In relation to Leadenham, there would be a cost involved for the capital improvements required to keep the facility open. Additionally, the permit for this site would cease on 31st March 2016 which presented a further cost implication.

EU recycling targets were evolving and, as yet, the Council were unsure of the approach to be taken but this would be done through the relevant Government departments.

A number of budget workshops and Committee meetings had addressed the issues as part of the consultation to these items. This had been deemed and acceptable amount for Member engagement but apologies were given if Members felt this was insufficient.

Concern about travel to different facilities was addressed. Sleaford was noted as having good road access and modelling had been done in relation to additional traffic to the Lincoln facility. Future facilitation of infrastructure for increased households would be discussed as and when the need arose.

It was stressed that the proposals were as a result of the recent level of budget cuts and officers had started from the premise to deliver what was statutory and then give consideration to where cuts could be made elsewhere in the service.

The Chairman thanks officers for clarification and opened the debate to the Committee.

During discussion, the following points were noted:-

- The contract for the supplementary service in Stamford had been competitively tendered which was won by South Kesteven District Council (SKDC) and operated on behalf of LCC. The cost involved was for SKDC to provide the service but this contract did not include the disposal cost of the waste;
- It would be unlawful for the local authority to charge residents to use the facilities, however, charges could be implemented should these sites be privately owned;
- The discussion had predominantly been around the cost of the services provided and the savings which would be made as a result of the proposals, but concern was also raised about the Council's carbon footprint as a result of the proposed reduction in service. For example, emissions from increased car journeys and traffic levels in areas where HWRCs would be closed and longer trips would be required to access the nearest site;
- Cross-border agreements were suggested to give residents access to nearer facilities, such as Newark Recycling Centre as an alternative to Leadenham;
- It was suggested that consideration be given to review other methods of funding the HRWCs and supplementary services through Parish or Town Council precepts or through the textile recycling partnership with the Salvation Army;
- In relation to the proposed cessation of the recycling credits, concerns were raised regarding the impact on voluntary organisations currently making use of the scheme and whether this would have an impact on levels of material sent to landfill;

The Executive Councillor for Waste and Recycling thanked the Committee for the comments and confirmed that, in order to give the correct notice period to each facility, the latest opportunity to make the decision would be Tuesday 15 March 2016.

RESOLVED

1. That the Committee supported the recommendations to the Executive, as set out in Appendix A of the report, but urged the Executive Councillor for Waste and Recycling to reconsider the recommendation for the termination of the supplementary services in Stamford and Mablethorpe; and

2. To provide additional comments to the Executive as noted during the discussion.

At 12.15pm, the meeting was adjourned to allow a comfort break.

Councillors D Brailsford, A H Turner MBE JP, Mrs A Reynolds and R L Foulkes left the meeting and did not return.

At 12.25pm, the meeting reconvened.

66 HOUSEHOLD WASTE RECYCLING CENTRES - FUTURE CHALLENGES

Consideration was given to a presentation of the Executive Director for Environment and Economy, which provided information on the future challenges of Household Waste Recycling Centres.

Steve Willis, Chief Operating Officer – Development Services, gave a presentation to the Committee which provided the following key points:-

1. Background (LCC owns eight Household Waste Recycling Centres in Lincolnshire and building another in Bourne);
2. Project Scope (Considerations to be given to the future provision of HWRCs);
3. Exclusions (The project would not consider opening times; number and location of facilities; provision of additional facilities; HWRCs not owned by LCC; and LCC owned Waste Transfer Stations);
4. Milestone Schedule (Final documentation – May 2016; commencement of tender process – June 2016; end of tender process – August 2016; Contract Award – September 2016; and Contract Start – 1 April 2017);
5. Proposed Waste Management Savings (including cessation of voluntary recycling credits; supplementary services; cessation of Lincolnshire residents utilising HWRCs in North Lincolnshire; closure of Leadenham HWRC and Whisby HWRC; long term countywide HWRC provision; and consideration of 'invest to save' opportunities for non-LCC owned HWRCs);
6. Waste Management – Challenging the Service Further (review of staff and operations at five Waste Transfer Stations; collaboration project with LCC and District Councils; developing statutory Joint Waste Strategy with District Councils; consider a Lincolnshire-wide Materials Reclamation Facility; consider the provision of the HWRC in a countywide contract);

The presentation would be circulated to the Committee and added to the website.

During discussion, the following points were noted:-

- Explanation was given that all waste streams were received in to a recycling centre. The recycling centre did market testing with contractors to ascertain their requirements. It was reported that Mid UK had that knowledge and were looking to take this forward;

At 12.30pm Councillor Mrs M J Overton MBE left and did not return.

- It was clarified that kerbside recycling was a separate contract with the Districts and was not a public service.

RESOLVED

That the presentation and comments be noted.

67 CLIMATE LOCAL ANNUAL REVIEW 2015

RESOLVED

That this item of business be deferred to the next meeting of the Committee.

68 UPDATE ON LINCOLNSHIRE ENERGY SWITCHING SCHEME (LESS)

RESOLVED

That this item of business be deferred to the next meeting of the Committee.

69 STREET LIGHTING TRANSFORMATION PROJECT

Consideration was given to a report by the Executive Director for Environment and Economy which provided an update on the Street Lighting Transformation Project, commenced following an evaluation of budget reduction options to ensure that street lighting in Lincolnshire was more efficient, sustainable and relevant for the county.

Richard Hardesty, Senior Project Leader, introduced the report and gave a presentation to the Committee which covered the following items:-

1. Purpose and Content (LCC have approximately 68k street lamps; costs in the region of £5m to operate and maintain; currently use approximately 26,500,00Kwh per annum or 16% of LCCs carbon baseline; not to be confused with other lighting initiatives within District Councils);
2. The Challenge (unable to continue due to budget cuts; Started as 'Save £1.2m per annum' which has increased to £1.77m per annum; included 'switch off 6000 street lamps');
3. Our Options (convert 68k lamps to LED c£18m; introduce Central Management System c£4m; switch everything off; combination of LED upgrades, switch offs and part night lighting at c£6.4m);
4. Proposed Solution (Circa 17k LED conversions with dimming; Circa 38k part night lighting in residential areas; up to 3k switch offs on non-urban trafficked routes; combined with a list of exceptions);
5. The Expected Benefits (£1.77m revenue savings via a 3.6 year payback based on £6.4m investment; 12.5m Kwh annual reduction in energy; 6250 tonnes carbon reduction; Achieve 1/3 of LCC's 5 year target of 18k tonnes of Co2 reduction; reduced light pollution; reduced ongoing maintenance);
6. Next Steps (Finalise on site assessments for switch offs; communications plan; roll out LEDs/Part Nights/Switch offs from April 2016; changes implemented and savings made by April 2017);

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It was agreed that the presentation would be circulated to the Committee and added to the website.

During discussion, the following points were noted:-

- Concern was raised in regard to extra-curricular activity and events held in schools during the evening, particularly in winter, and asked if there was provision to switch off certain lights later. It was explained that the majority of lights were switched off by street and 10pm would be the earliest a street light would be turned off. New equipment gave the choice to switch off at 10pm or midnight and was therefore not as flexible as sounded. It was unlikely, however, that any street lights in the vicinity of school grounds would be switched off before midnight;
- The team were aware of which street lights were the responsibility of LCC and those of the District Councils. These were all logged on a GPS system which would allow cross-referencing of lighting, for example on highways;
- There were stickers which would assist Parish and Town Councils in distinguishing the difference between lights and their ownership i.e. County or District Council;
- Any request for lighting of a cycleway would result in the lights being over the highway itself and this was due to the policy advising that the purpose of a street light was to light the highway. The distance of the columns were also designed for new installations;
- As part of the 'exceptions' lighting would be maintained in town centres. This was identified on the website as part of the Street Lighting policy. Town Centres were those as referred to LTP4;
- The Committee were advised to presume that lights would be switched off through part night lighting unless they were listed in the exceptions listed on the website;
- Further explanation was given that lights after the final junction of the highways network would be turned off at 10.00pm. The majority of lighting in villages like Nettleham, for example, would remain lit until midnight. This was based on the reduction of traffic flow at those times;
- A suggestion was made to ensure that trees branches which obstructed lighting be cut to ensure lights were as effective as possible;
- It was agreed that the Committee would be circulated an electronic link to LTP Number 4 which provided this detail;

RESOLVED

That the report and comments be noted.

At 1.00pm, Councillor A Austin left the meeting and did not return.

70 DISTRICT HEATING PROJECT PROGRESS REPORT

RESOLVED

That this item of business be deferred to the next meeting of the Committee.

71 COUNCIL BUSINESS PLAN 2015-2016 PERFORMANCE REPORT, QUARTER 3

Consideration was given to a report by the Executive Director for Environment and Economy which provided the key performance information for quarter three which was relevant to the work of the Committee.

Sean Kent, Group Manager – Environmental Services, introduced the report and invited the Committee to comment.

During discussion, the following points were noted:-

- It was agreed that the figures in relation to Customer Satisfaction were excellent and that a formal compliment to the HWRC teams be conveyed on behalf of the Committee;
- Consideration of turning green waste in to a green moss replacement would be given at some point in the future.

RESOLVED

1. That the report and comments be noted; and
2. That the compliments of the Committee be conveyed to the HWRC teams.

At 1.10pm, Councillor M Brooks left and did not return.

72 ENVIRONMENTAL SCRUTINY COMMITTEE WORK PROGRAMME

Consideration was given to a report from the Director responsible for Democratic Services which invited the Committee to consider and comment on the content of its work programme for the coming year.

Daniel Steel, Scrutiny Officer, introduced the report and advised that the site visit referred to on page 130 of the report should read 29 July 2016 rather than 1 June 2016.

It was also noted that the items deferred during this meeting would be presented to the Committee at its meeting on 10 June 2016:-

1. Climate Local Annual Review 2015;
2. Update on Lincolnshire Energy Switching Scheme (LESS); and
3. District Heating Project Progress Report

RESOLVED

That the work programme, with the amendments noted above, be agreed.

The meeting closed at 1.10 pm

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Open Report on behalf of Anglian Water Services

| | |
|------------|---|
| Report to: | Environmental Scrutiny Committee |
| Date: | 10 June 2016 |
| Subject: | Water Recycling Centres Update |

Summary:

This report provides a summary of the situation regarding odours from the Ingoldmells, Spalding and Fishtoft Water Recycling Centres (previously Sewage Treatment Works). This report also provides an update on the Boston Water Recycling Centre and an update of all Water Recycling Centres that recorded more than 5 odour complaints in 2015-16.

Actions Required:

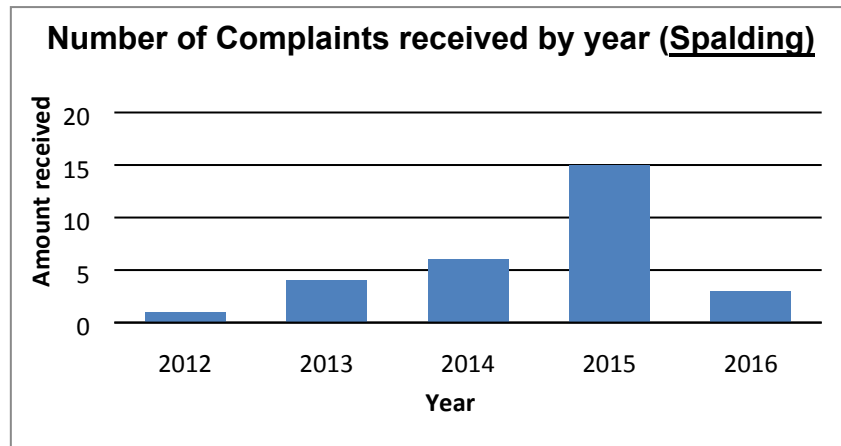
Members of the Environmental Scrutiny Committee are invited to consider and comment on the report and highlight any future actions required.

1. Background

Spalding Odour Issues

Since the last Scrutiny meeting in January there have been 2 odour complaints relating to odours in the Spalding Water Recycling Centre region (1 in March and 1 in April). The March complaint was reported by a commercial business in the Pinchbeck area and was linked to temporary loss of chemical septicity treatment in the local network.

The April complaint was made by a commercial property adjacent to Spalding Water Recycling Centre. This was caused by a reduction in iron sludge imports which are being utilised to reduce odours. The iron rich imports were stopped for 2 weeks to allow essential maintenance on site. It should be noted that the complainant remarked that the odours were the first they had experienced for many months.



Spalding Water Recycling Centre Update

We have continued mixing iron rich sludge from other Water Recycling Centres with the sludge produced on site at Spalding. This has been successful in significantly reducing the amount of odorous sulphide gas released during sludge dewatering.

We have invested £90k on a new iron dosing system on site that has now been installed and commissioned. The iron chemical (ferrous chloride) has been ordered and dosing will start by the end of May. Once this dosing has started, optimisation of the dose rates will be required to further reduce odours.



Long term Investment

Approximately £5M investment has been agreed as the long term strategy to replace the sludge processing plant with a more modern centrifuge system. The main advantages of the new plant will be better containment and faster sludge processing reducing the chances of septic conditions arising and therefore reduced odours.

A further benefit of this scheme will be a reduction in sludge movements through Fishtoft village by our tankering fleet. Currently this scheme is programmed for completion by 2019.

Spalding Sewer Network Update

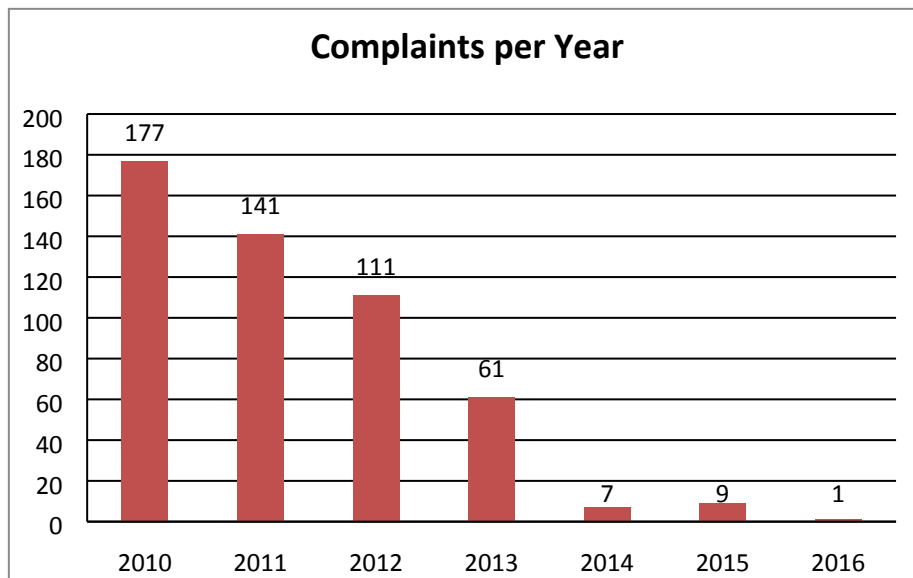
The long sewer network in the Spalding area combined with a large number of pumping stations and factory trade effluent discharges can result in septic sewage arriving at the Water Recycling Centre. When this happens it can release hydrogen sulphide gas which gives rise to a rotten egg type smell which can be detected at very low concentrations.

We continue to use nitrate dosing in the sewer network and this has proved very successful in reducing septicity in our networks. We now have nitrate dosing systems in place at various pumping stations around Spalding. The chemical dosing is regularly optimised to allow for variations in strength of trade discharges.

It has been identified that 2 factories effluents near Springfields Retail Park are combining to rapidly produce septic conditions in the downstream sewers and ultimately at Spalding Water Recycling Centre. We hope to address this by installing an additional nitrate dosing system at our Springfields pumping station. The work to purchase the land to site the chemical storage tank is on-going.

Ingoldmells Odour Issues

To date in 2016 we have received 1 odour complaint in Ingoldmells, this compares with 177 odour complaints in 2010. The complaint was received from a single property in Ingoldmells High Street, further investigations suggests that the source of odours triggering this complaint was from a localised sewer networks issue and not from the Water Recycling Centre.



Our Collection teams, who operate and maintain the sewerage networks, have engaged with the owner of the property to undertake further investigations. These investigations involve CCTV surveys and deployment of odour loggers to trace possible sources of odour.

Further to this we continue to undertake an increased frequency of cleaning on the receiving sewer in Ingoldmells High Street and have subsequently received no further odour complaints.

Ingoldmells Community Engagement

On the 8th April we hosted the local resident odour group meeting in Ingoldmells which was attended by 5 local residents. Overall the attendees agreed the odour issues relating from our Water Recycling Centre were much improved but felt there were still local issues in the network to be addressed.

Discussion in the meeting was focused on the sewer in Ingoldmells High Street which local residents felt was under capacity. We have modelled this sewer and can confirm that there is sufficient capacity. However this length of sewer does suffer from Fats, Oils and Greases (FOG) which can lead to blockages which in turn may cause odour issues. We regularly update food establishments in the area with regard to our Keep It Clear Campaign to educate on responsible trade discharges. We feel a collaborative approach with the Local Council Environmental Health Officers would be mutually beneficial.

Operation of the Pumping Station (Ingoldmells TPS) that receives flow from this main is being checked to ensure flows are optimised.

Another lengthy point of discussion was around how local caravan park owners operate and discharge their sewerage into our network. We made it clear that Anglian Water has no control or jurisdictions on these assets.

Investment at Ingoldmells Water Recycling Centre

We have invested almost £1,000,000 and completed extensive work, including:

- Installation of a weather monitoring station
- Permanent setup of iron dosing to reduce odours from the centrifuge building where we thicken sludge for recycling
- Updating of the Odour Dispersion model to measure the impact of the work completed
- £200,000 on the building of a covered sludge storage tank
- Proactive use of £30,000 of odour neutralising sprays at the treatment plant

Investment in Ingoldmells Sewerage Network

- Permanent installation of a £70,000 septicity dosing network in the sewerage system of Ingoldmells
- Joint working with Butlins to install a septicity dosing system on their discharge upstream of our Haven pumping station
- Consultant contracted to undertake odour logging and weekly sampling to optimise chemical dose rates and ensure odour is minimised
- Investigations have identified some lengths of sewer affected by significant fat, oil and grease (FOG) deposits. These have been cleared and we hope to work with local food establishments and residents to minimise future problems.

Fishtoft Odour Complaints

- In the last 12 months we have received a number of odour complaints from 1 property located to the south of Fishtoft Water Recycling Centre. We have no records of any odour complaints from this property before the current owner moved in last year or from any of the other 30 or so properties that surround the site.
- We have carried out odour logging at the affected property to try and identify the time and extent of any odours. The customer reported odours on several occasions whilst the odour loggers were in place but no odour was recorded by either logger. We are now odour logging on site around the Water Recycling Centre to try and identify if any odours are being generated.
- If the odour logging is inconclusive we will arrange for odour surveys and modelling to be carried out which will identify potential odour sources and map the strength of any odours if they are carried off site. The customer is continuing to maintain an odour diary for us and is in regular communication with our local Customer Liaison Manager.

Boston Water Recycling Centre

At the January Scrutiny meeting questions were raised with regard our tankering fleets movements through Fishtoft village. Boston Water Recycling Centre is located at the end of Scalp Rd in Fishtoft which means our tankering vehicles drive through Fishtoft village to access Boston WRC.

As Fishtoft Academy is situated on the route our tankers follow, there is an long standing agreement between Anglian Water and Fishtoft village residents to prohibit tankers journeys during school terms at the following times:-

- From 08:40 to 09:10
- From 15:00 to 15:30

In addition to this, there is another restriction between 18:00 and 07:30 to prevent sleep disturbances to village residents. The only time that we will breach these agreements is should an operational emergency occur.

At Januarys Scrutiny meeting it was reported that our vehicles were not adhering to the tankering restrictions and frequently speeding through the village putting lives in danger.

All our vehicles have telematics that accurately records when our tankers travel through Fishtoft village and at what speed. The below report summarises all of the tankering journeys made since the Scrutiny meeting in January.

**Fishtoft Village Telematics Data
(November 2015 – May 2016)**

In this six month period there were **1123** separate instances of Anglian Water tankers entering the Geofence of Fishtoft village.

Of these **1123** instances, **43 (3.8%)** breached the times under curfew.

Of these **1123** instances, **6 (0.5%)** breached the speed limit. These are listed below.

| Event Type | Vehicle | Event Date | Event Date | Max MPH |
|------------------|----------|------------|------------|---------|
| Geofence Entered | KX64 TJY | 22/01/2016 | 16:33 | 33 |
| Geofence Entered | KX64 TJU | 04/03/2016 | 09:27 | 32 |
| Geofence Entered | KV63 TLK | 09/03/2016 | 12:26 | 32 |
| Geofence Entered | KP58 MZO | 21/03/2016 | 17:43 | 33 |
| Geofence Entered | KN59 AYX | 24/03/2016 | 15:12 | 31 |
| Geofence Entered | KN59 AYX | 25/03/2016 | 09:27 | 32 |

Odour Complaints – All Water Recycling Centres

At the Scrutiny Committee in January we were requested to provide a report of all our Water Recycling Centres that recorded more than 5 odour complaints in 2015-16. The below tables list those of our 224 Sites in Lincolnshire that received odour complaints, sites with 5 or greater have been highlighted.

| Site Name | Number Of Work Orders |
|------------------------------|-----------------------|
| Anwick WRC | 1 |
| Boston WRC | 5 |
| Cleethorpes - Kings Road TPS | 1 |
| Fishtoft WRC | 6 |
| Frampton WRC | 1 |
| Frithville WRC | 1 |
| Glentworth WRC | 7 |
| Great Ponton WRC | 1 |
| Horbling WRC | 1 |
| Ingoldmells WRC | 9 |
| Ketton WRC | 2 |
| North Hykeham WRC | 1 |
| Pickworth WRC | 1 |
| Sibsey WRC | 1 |
| South Hykeham WRC | 1 |
| Spalding WRC | 15 |
| Sturton by Stow | 2 |
| Swallow | 2 |
| Tickencote WRC | 1 |

2. Conclusion

This report provides a summary of the issues and the progress made to date to solve the odour problems at the Ingoldmells, Spalding and Fishtoft sites and provides a report of all Water Recycling Centres that recorded more than 5 odour complaints in 2015-16.

3. Consultation

a) Policy Proofing Actions Required

n/a

4. Background Papers

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by Stuart Robson, Tactical Support Manager (Anglian Water Services).

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**Open Report on behalf of Richard Wills,
Executive Director of Environment and Economy**

| | |
|------------|---|
| Report to: | Environmental Scrutiny Committee |
| Date: | 10 June 2016 |
| Subject: | Council Business Plan 2015 - 2016 Performance Report, Quarter Four |

Summary

This report provides key performance information that is relevant to the work of the Environmental Scrutiny Committee.

Actions Required:

The Committee is invited to review, scrutinise and comment on Quarter 4 performance.

1. Background

The appendices to this report provide the Committee with the performance information relating to the remit of the Environmental Scrutiny Committee.

Council Business Plan 2015/2016

The Council Business Plan 2015/16 was approved by the County Council in February 2015 and has been organised around the 17 commissioning strategies. Performance measures have been identified for each commissioning strategy and the following five Council Business measures are in the remit of this Committee:

| | Measure | Notes |
|----|---|--------------------|
| 1. | CO ² Reductions from County Council Activity | Reported Annually |
| 2. | Lincolnshire CO ² Reductions | Reported Annually |
| 3. | Waste Sent to Landfill | Measured Quarterly |
| 4. | Household Waste Recycled | Measured Quarterly |
| 5. | Green Waste Composted | Measured Quarterly |

Appendix A includes information on the performance against the three measures which are reported quarterly. Information on the remaining two measures will be reported at the time the information is available.

Customer Satisfaction Information

Appendix B provides a breakdown of the Quarter 4 customer satisfaction information for the services which come under the remit of this Committee.

2. Conclusion

The Committee is invited to review, scrutinise and comment on Quarter 4 performance.

3. Consultation

a) Policy Proofing Actions Required

n/a

4. Appendices

| | |
|---|---|
| These are listed below and attached at the back of the report | |
| APPENDIX A | Quarter 4 Performance (1 January to 31 March 2016) |
| APPENDIX B | Quarter 4 Customer Satisfaction Information |

5. Background Papers

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by Sean Kent, who can be contacted on 01522 554833 or Sean.Kent@lincolnshire.co.uk.



Businesses Are Supported to Grow

Reduce the risk of flooding

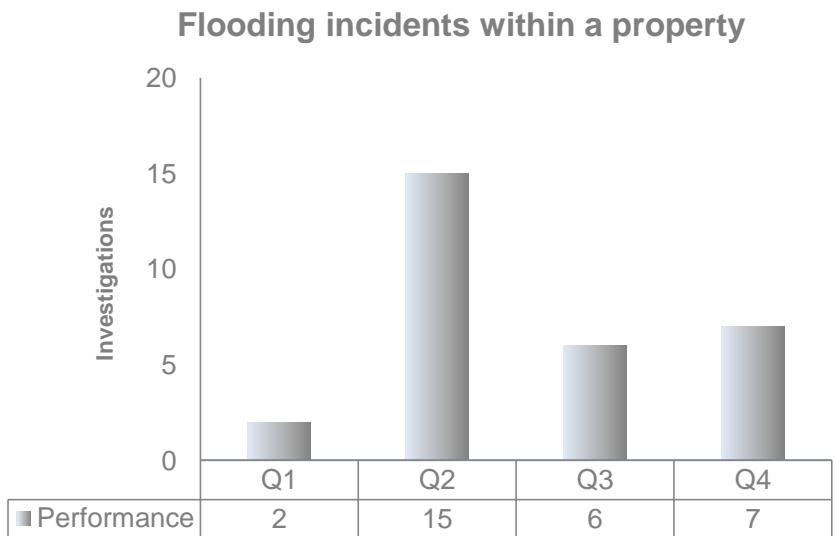
Flooding incidents within a property

This measure is calculated on the basis of the number of formal investigations undertaken by the County Council under section 19 of the Flood and Water Management Act 2010 where the incident involves flooding within a property from any source, although under the Act the County Council only has a responsibility for local flood risk i.e. from surface water, groundwater or ordinary watercourses. Lincolnshire County Council has interpreted a flooding incident to be any in which one or more domestic properties are flooded internally.


Measured


7
 Investigations
Quarter 4 March 2016


6
 Investigations
Quarter 3 December 2015



About the latest performance

In Quarter 4, seven flood investigations were started involving internal flooding to 7 properties, including a commercial premises. By way of comparison, no investigations were carried out in Q4 last year. The total for the whole of 2015/16 is 30 investigations involving around 55 properties.

Further details

About the target

This measure is reported to provide context to the outcome reduce the risk of flooding. It is not appropriate to set a target for this measure.

About the target range

A target range is not applicable as this is a contextual measure.

About benchmarking

This measure is local to Lincolnshire as each Local Flood Authority (Unitary and County Councils) defines a flood incident as they consider appropriate and therefore is not benchmarked against any other area.



Businesses Are Supported to Grow

Reduce the risk of flooding

Flood alleviation schemes supported by the County Council

Flood alleviation schemes completed by the County Council or in partnership with others to manage local flood risk.

X Not achieved

15

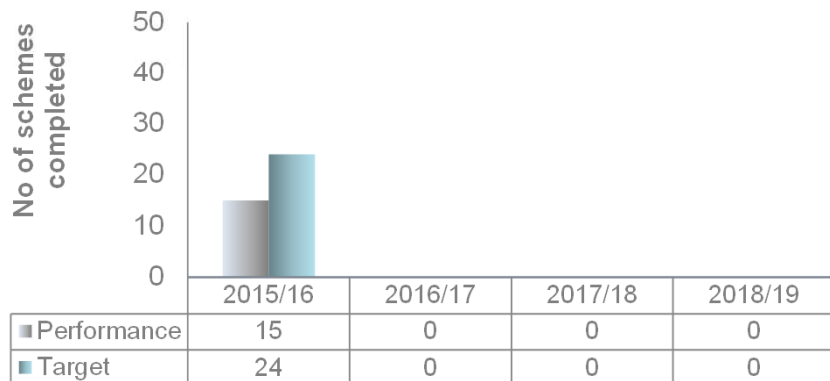
Schemes completed
2015/16



24

Schemes completed
Target for 2015/16

Flood alleviation schemes supported by the County Council



About the latest performance

The target of 24 +/- 5 schemes was not achieved because a number of flood alleviation schemes in the capital programme either slipped during the year (which although they were started meant they were not completed as expected) or were not pursued beyond the feasibility stage due to not offering value for money. This meant only one capital scheme was completed. However, 14 non-capital schemes were delivered by Highways Networks and other partners.

Further details

About the target

The target for 2015/16 is 24 schemes. It is estimated that there are around 30,000 properties in Lincolnshire at risk from surface water flooding. The current Capital Programme aims to reduce the risk to about 750 of those properties over the next two years.

About the target range

The target range is +/- 5 schemes. The number of schemes will depend on factors such as:- future flooding events which could alter priorities; the progression of schemes towards obtaining Flood Defence Grant in Aid from the Environment Agency; and the revenue budget available to support schemes undertaken in partnership with other Risk Management Authorities.

About benchmarking

This measure is local to Lincolnshire and therefore is not benchmarked against any other area.



Businesses Are Supported to Grow

Reduce carbon emissions

CO₂ reductions from County Council activity

Carbon dioxide (CO₂) is a greenhouse gas which contributes, along with other gasses, to global warming and the resulting climate change.

The County Council is no different to any other organisation in that its activities use energy and emit significant amounts of these gasses.

The main activities involved (both Council and their long term partners) that generate these emissions are:-

- * Use of buildings (heating & lighting)
- * Use of vehicles (fuel)
- * Street lighting (electricity)

County Council annual carbon dioxide emissions were calculated in 2011/12 and the baseline figure was reported as 83,006 tonnes.

The Council has adopted a target reduction of 22% over a 6 year period, reducing the emission down by 18,261 tonnes to 64,745 tonnes by 31st March 2018.

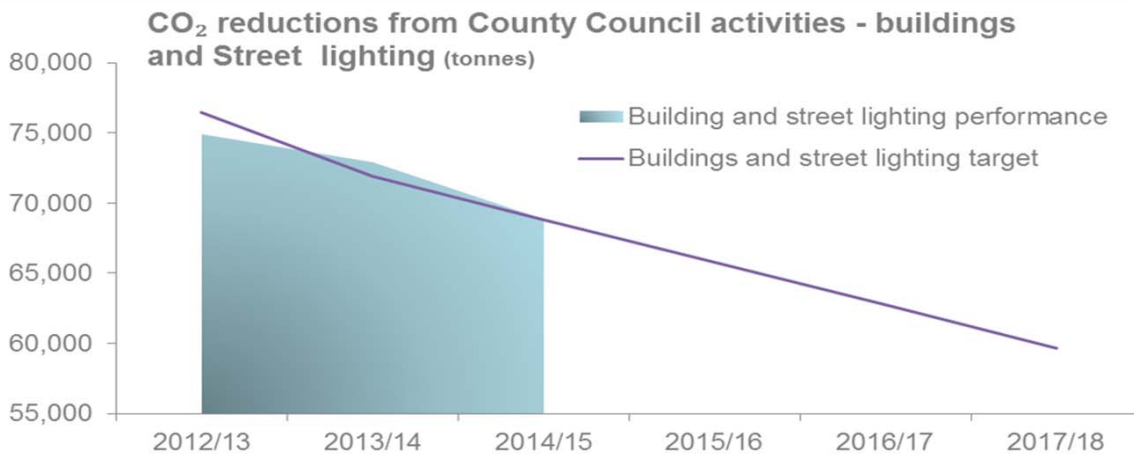


Reported
annually in Q1



About the latest performance

Further details



| Measure Name | CO ₂ reductions from County Council activity | | | | | | | | |
|-----------------------------|---|---------|---------|---------|---------|---------|--|--|--|
| Buildings | 2012/13 | 2013/14 | 2014/15 | 2015/16 | 2016/17 | 2017/18 | | | |
| Q4 (Cumulative Performance) | 74,908 | 72,883 | 68,829 | | | | | | |
| Target | 76,490 | 71,900 | 68,841 | 65,781 | 62,722 | 59,662 | | | |

About the target

County Council annual carbon dioxide emissions were calculated in 2011/12 and the baseline figure was reported as 83,006 tonnes. The Council have adopted a target reduction of 22% over a 6 year period, reducing the emission down by 18,261 tonnes to 64,745 tonnes by 31st March 2018.

About the target range

There is no target range for this measure as the target is based on a reduction of 22% over a 6 year period.

About benchmarking

This measure is local to Lincolnshire and therefore is not benchmarked against any other area.



Businesses Are Supported to Grow

Reduce carbon emissions

Lincolnshire CO₂ reductions

This is a nationally collected (by the Department for Communities and Local Government) set of data that shows the amount of greenhouse gas emissions (CO₂) from all sectors within the UK. This data is broken down to National, Regional, County and District Levels.

The dataset is made up of 4 key sectors:-

- * Industry and Commercial
- * Domestic
- * Transport
- * Land Use/change and Forestry

The emissions for Lincolnshire are expressed as the amount of CO₂ emitted per person (capita).

The dataset can be found at: <https://www.gov.uk/government/collections/uk-local-authority-and-regional-carbon-dioxide-emissions-national-statistics>



Reported
annually in Q1

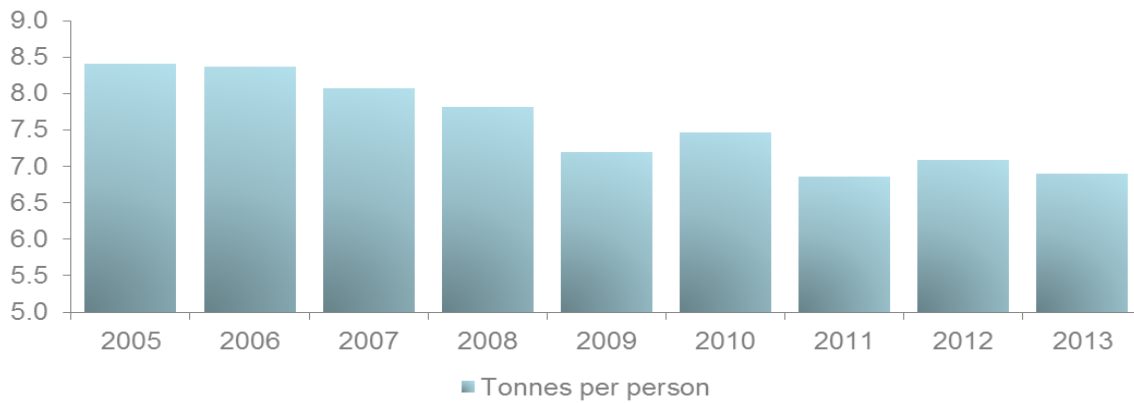


About the latest performance

This measure is reported annually with a two year, one quarter lag. The performance for 2014 will be reported in July 2016.

Further details

Per Capita CO₂ emissions for Lincolnshire



| Measure Name | Lincolnshire CO ₂ reductions | | | | | | | | |
|-------------------|---|------|------|------|------|------|------|------|------|
| | 2005 | 2006 | 2007 | 2008 | 2009 | 2010 | 2011 | 2012 | 2013 |
| Tonnes per person | 8.4 | 8.4 | 8.1 | 7.8 | 7.2 | 7.5 | 6.8 | 7.1 | 6.9 |

About the target

This measure is reported to provide context to the outcome reduce carbon emissions. It is not appropriate to set a target for this measure.

About the target range

A target range is not applicable as this is a contextual measure.

About benchmarking

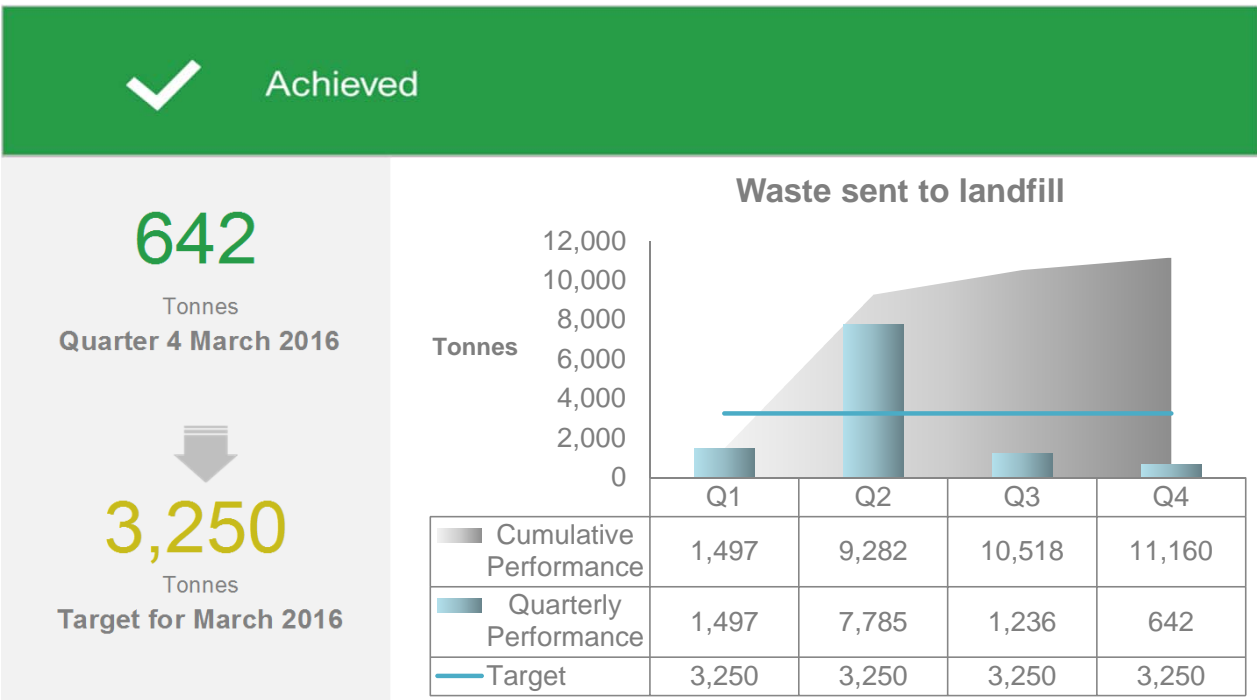
The Lincolnshire data set can be benchmarked against other local authorities, the East Midlands, England and the UK as a whole.



Businesses Are Supported to Grow

Increase recycling
Waste sent to landfill

The tonnage of waste collected by either the County or District Councils which was sent to landfill.

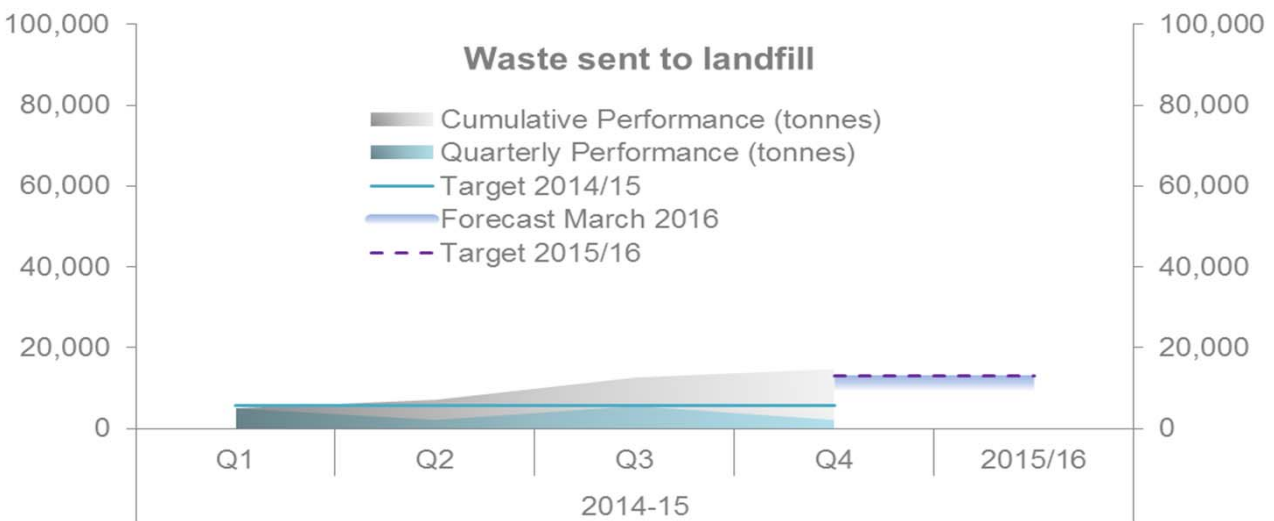
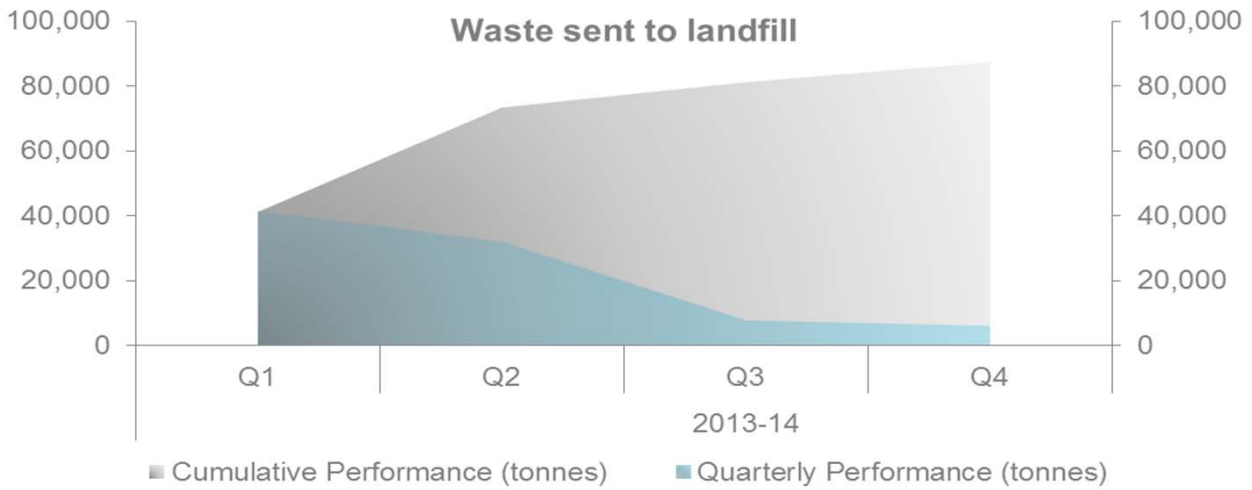


About the latest performance

This is an estimate until final figures have been verified by the Department for Environment, Food and Rural Affairs (due in August). With our Energy from Waste facility receiving the vast majority of our non-recycled waste, less than 4% has gone to landfill this year. Since no further major change in our landfill tonnage is expected in the next few years, we have replaced this measure in our 2016/2017 Council Business Plan with the following more relevant measures:-

- Recycling at County Council owned Household Waste Recycling Centres;
- Tonnage of recycling material collected at the kerbside.

Further details



| Measure Name | Waste sent to landfill | | | | | | | | |
|---------------------------------|------------------------|--------|--------|--------|---------|-------|--------|--------|-----------|
| | 2013-14 | | | | 2014-15 | | | | 2015/2016 |
| | Q1 | Q2 | Q3 | Q4 | Q1 | Q2 | Q3 | Q4 | |
| Quarterly Performance (tonnes) | 41,361 | 32,022 | 7,858 | 6,183 | 5,033 | 2,047 | 5,485 | 2,076 | |
| Cumulative Performance (tonnes) | 41,361 | 73,383 | 81,241 | 87,424 | 5,033 | 7,080 | 12,565 | 14,641 | |
| Target | | | | | 5,630 | 5,630 | 5,630 | 5,630 | 13,000 |
| Forecast (March 2016) | | | | | | | | | 11,100 |

About the target

It is estimated that we have 163,000 tonnes of residual (non-recycled) waste. We aim to send 150,000 tonnes to Energy from Waste, leaving 13,000 tonnes to go to landfill.

About the target range

A small percentage change in overall residual waste could lead to a much larger change in landfilling, so a wide target range has been set.

About benchmarking

As tonnage of waste landfilled depends on the size of a Local Authority, comparisons with other councils is not meaningful.

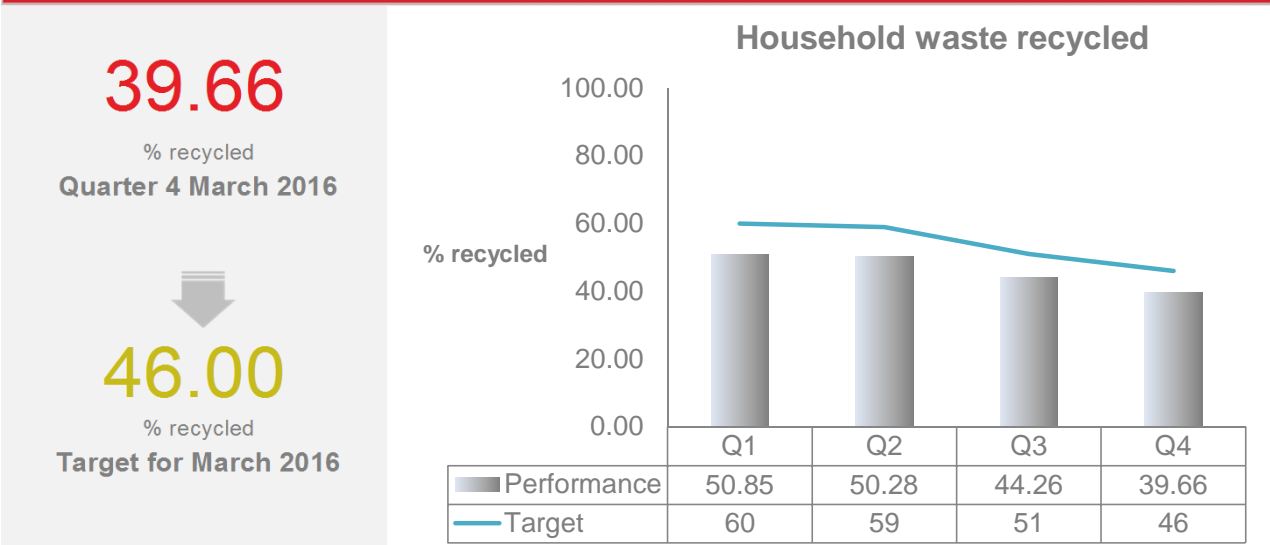


Businesses Are Supported to Grow

Increase recycling Household waste recycled

The percentage of waste collected by either the County or District Councils which was reused, recycled or composted.

✗ Not achieved



About the latest performance

Incomplete data:
It is important to note that our recycling rate relies on data from a number of third parties. Whilst every effort has been made to use estimates in place of data which is yet to arrive, our official recycling rate will only be verified by Defra in August.

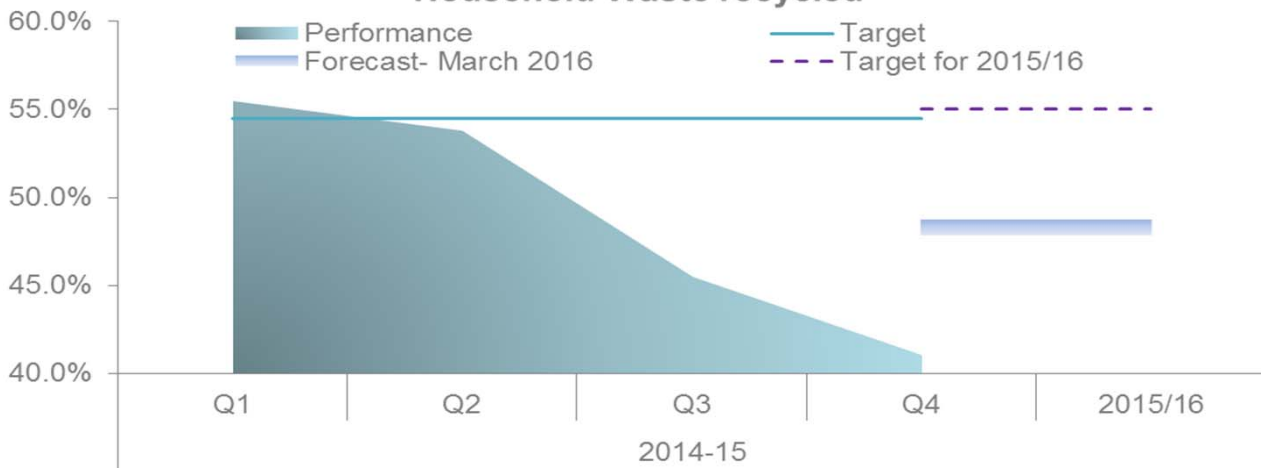
- Possible factors in our fall in performance:**
- 1) We have collected over 4,000 tonnes (around 6%) less green waste than in 2014/15. Whilst some of this may be down to weather conditions (less growth = less green waste to compost), this may also reflect the ongoing impact of charges which some of our District Councils have introduced for garden waste collections.
 - 2) Whilst we continue to collect the same quantity of mixed recyclables, we have seen more of these "recyclables" rejected due to a change in legislation introducing a more stringent sampling regime than in the past. This "additional" contamination (around 6,000 tonnes more than in 2014/15) cannot be recycled.

Further details

Household Waste recycled



Household Waste recycled



| Measure Name | Household waste recycled | | | | | | | | |
|-----------------------|--------------------------|-------|-------|-------|---------|-------|-------|-------|-----------|
| | 2013-14 | | | | 2014-15 | | | | 2015/2016 |
| | Q1 | Q2 | Q3 | Q4 | Q1 | Q2 | Q3 | Q4 | |
| Performance | 54.8% | 54.0% | 45.9% | 41.5% | 55.5% | 53.8% | 45.5% | 41.0% | |
| Target | 53.9% | 53.9% | 53.9% | 53.9% | 54.5% | 54.5% | 54.5% | 54.5% | 55.0% |
| Forecast (March 2016) | | | | | | | | | 48.3% |

About the target

The 2015/16 target of 55% is aspirational and was set in our Joint Municipal Waste Management Strategy in June 2008. Quarterly targets reflect this but are seasonally-adjusted since most composting happens during April to September (Q1 and Q2). Work needs to be progressed with our Waste Collection Authority partners to identify a new realistic target, and how we can best work together to achieve it.

About the target range

Given the number of separate figures which go into this calculation, a target range of +/- 0.5 percentage points allows for small fluctuations to remain on target.

About benchmarking

National data is available for each Local Authority. However, given the delay in finalising official figures, this is usually only available for the previous year.



Businesses Are Supported to Grow

Increase recycling

Green waste composted

The tonnage of green waste collected by either the County or District Councils which was sent for composting.

Measured

7,238

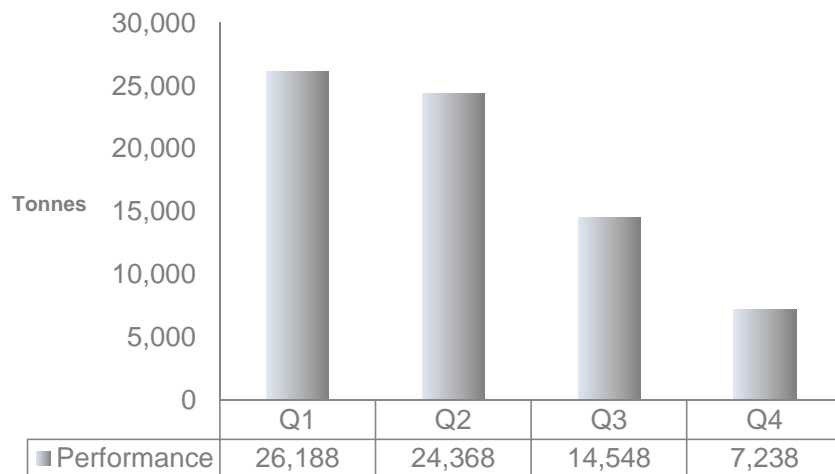
Tonnes
Quarter 4 March 2016



14,548

Tonnes
Quarter 3 December 2015

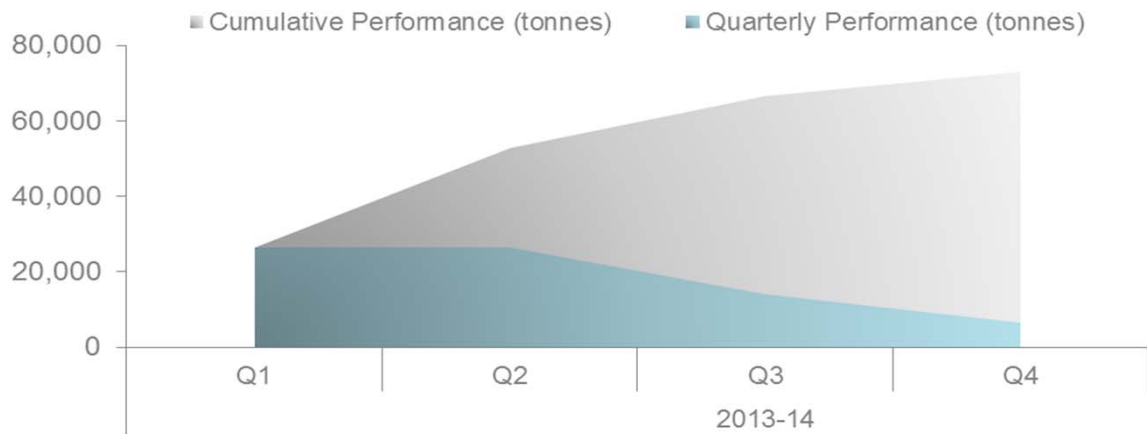
Green waste composted



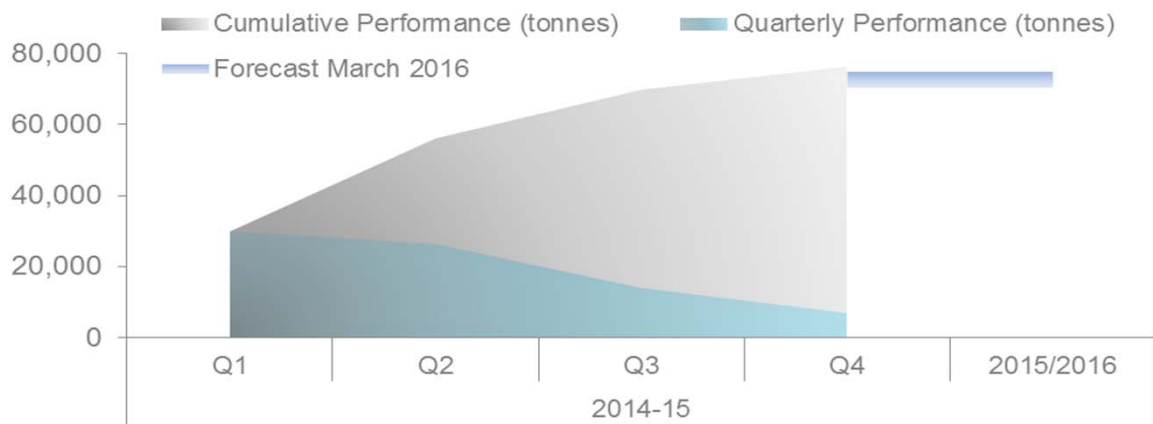
About the latest performance

This is an estimate until final figures have been verified by Department for Environment, Food and Rural Affairs (due in August). We have collected over 4,000 tonnes (around 6%) less green waste than in 2014/15. Whilst some of this may be down to weather conditions, this may also reflect the ongoing impact of charges which some of our District Councils have introduced for garden waste collections.

Green waste composted (tonnes)



Green waste composted (tonnes)



| Measure Name | Green waste composted | | | | | | | | |
|--|-----------------------|--------|--------|--------|---------|--------|--------|--------|-----------|
| | 2013-14 | | | | 2014-15 | | | | 2015/2016 |
| | Q1 | Q2 | Q3 | Q4 | Q1 | Q2 | Q3 | Q4 | |
| Unsubstantiated | 26,307 | 26,349 | 13,965 | 6,353 | 29,796 | 26,124 | 13,665 | 6,592 | |
| Cumulative Performance (tonnes) | 26,307 | 52,657 | 66,621 | 72,974 | 29,796 | 55,920 | 69,585 | 76,177 | |
| Forecast (March 2016) | | | | | | | | | 72,600 |
| No targets as this measure is contextual | | | | | | | | | |

About the target

No target has been set, as this is measured for reference purposes. The tonnage composted depends on how much green waste is presented to us by the public and external factors such as weather conditions.

About the target range

A target range is not applicable as this is a contextual measure.

About benchmarking

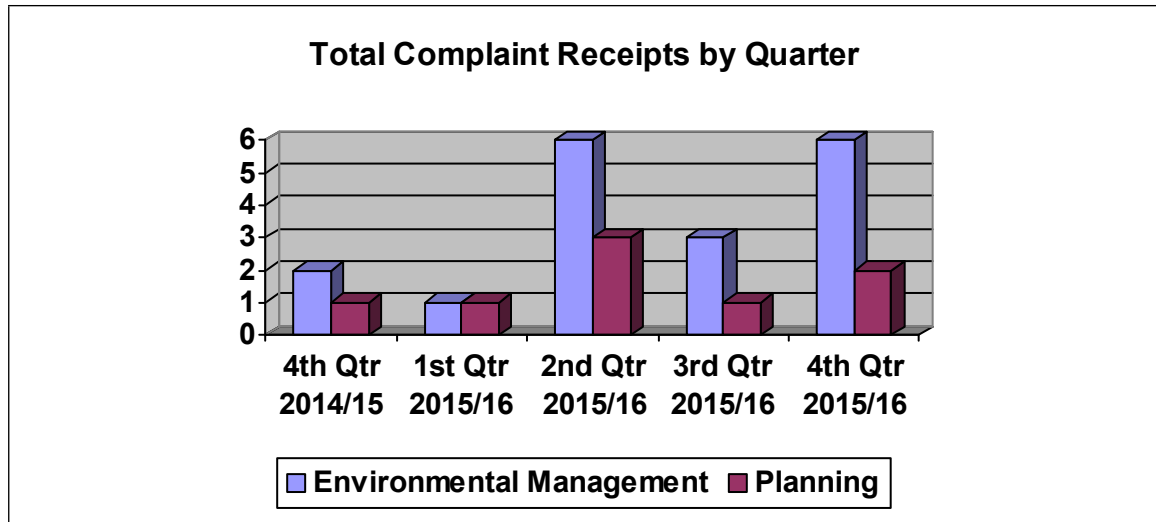
As tonnage of waste composted depends on the size of a Local Authority, comparisons with other councils is not meaningful.

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Customer Satisfaction Information – Scrutiny Committees

| | | |
|--|--|--------|
| Environmental Scrutiny Committee | | |
| Date Range for Report | 1 st of January – 31 st of March 2016 (1 st of October – 31 st December) | |
| Total number of complaints received across all LCC service area. | 181 (152)* individual school complaints not included | |
| Total number of complaints relating to <u>Environmental Scrutiny Committee</u> | 8 (4) | |
| Total number of compliments relating to <u>Environmental Scrutiny Committee</u> | 7 (11) | |
| Total Service Area Complaints | Environmental Management | 6 (3) |
| | Planning | 2 (1) |
| | | |
| Service Area Environmental Management Complaint Reasons | Breach of Confidence | 0 (0) |
| | Conduct/Attitude/Rudeness of staff | 0 (0) |
| | Disability | 0 (0) |
| | Disagree with Policy | 1 (2) |
| | Disagree with Procedure | 3 (0) |
| | Insufficient Information Provided | 0 (0) |
| | Other | 0 (0) |
| | Policy of LCC not to Provide Service (L) | 2 (0) |
| | Procedural - other | 0 (0) |
| | Procedure not followed | 0 (0) |
| | Race | 0 (0) |
| | Service Delay | 0 (1) |
| | | |
| Service Area Planning Complaint Reasons | Breach of Confidence | 0 (1) |
| | Conduct/Attitude/Rudeness of staff | 0 (0) |
| | Disability | 0 (0) |
| | Disagree with Policy | 0 (0) |
| | Disagree with Procedure | 1 (0) |
| | Insufficient Information Provided | 0 (0) |
| | Lack of Choice | 0 (0) |
| | Other | 1 (0) |
| | Procedural - other | 0 (0) |
| | Professional - other | 0 (0) |
| | | |
| Service Area Compliments | Environmental Management | 6 (11) |
| | Planning | 1 (0) |
| | | |

| | |
|---|--------|
| How many LCC Corporate complaints have not been resolved within service standard | 2 (10) |
| Number of complaints referred to Ombudsman | 10 (7) |



Summary

LCC Overview of Complaints

The total number of LCC complaints received this Quarter (Q4) shows a 19.1% increase on the previous quarter (Q3). When comparing this Quarter with Q4 of 2014/15, there is a 48% increase when 122 were received.

Overall Environmental Management & Planning Complaints

The overall complaints received for Environmental Management & Planning this Quarter has increased by 4 complaints compared to the previous Quarter (Q3), when 4 were received. In Quarter 4 2014/15 there were 3 complaints.

Environmental Management Complaints

This Quarter Environmental Management has received 6 complaints which is an increase of 3 from last Quarter when 3 were received. The complaints were regarding:

- 2 complaints were regarding the removal of the Saturday green waste collection at Mablethorpe.
- 2 complaints were regarding public rights of way decisions.
- 1 complaint was regarding the condition of a public right of way path.
- 1 complaint was regarding Tattershall Picnic Area not opening until 9am

Out of the 6 complaints, 5 were recorded as not substantiated and the outcome has not been given for the remaining 1.

Planning Complaints

This Quarter Planning received 2 complaints which is an increase of 1 from last Quarter when 1 was received. The complaints were regarding:

- Inappropriate handling of a planning application
- Lack of response to an email

Out of the two complaints 1 was recorded as substantiated, the other was recorded as not substantiated.

Overall Compliments

The overall compliments received for Environmental Management and Planning has decreased by 4 compliments this Quarter when they received 7. Last Quarter, 11 compliments were received.

Environmental Management Compliments

Environmental Management received 6 compliments this Quarter.

The compliments were:

- 2 Compliments were regarding the planting of a tree in Skegness.
- 4 Compliments were regarding helpful and friendly staff at household waste recycling sites (Market Rasen, Kirkby On Bain and Sleaford).
- .

Planning Compliments

Planning received 1 compliment this Quarter. The compliment was for a member of staff from the planning department

Ombudsman Complaints

In Quarter 4 of 2015/16, 10 LCC complaints were registered with the Ombudsman. 1 of these complaints was recorded against Environmental services. This complaint is still awaiting a decision.

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Open Report on behalf of Executive Director for Environment and Economy

| | |
|------------|---|
| Report to: | Environmental Scrutiny Committee |
| Date: | 10 June 2016 |
| Subject: | Update on SCoRE Programme |

Summary:

An update for Environmental Scrutiny members on the SCoRE programme as it draws to a close. Specifically the success of the investment in boiler room improvements and behaviour change programmes.

Actions Required:

Members of the Environmental Scrutiny Committee are asked to note the significant benefits and savings achieved by the SCoRE programme.

1. Background

- 1.1. The SCoRE programme (Schools Collaboration on Resource Efficiency) provides support for Lincolnshire's schools and academies to reduce energy consumption and bills. In addition to the financial and carbon dioxide savings it provides significant educational benefits.
- 1.2. The programme is funded from an allocation of DSG underspend. Participation has evolved in that schools can access the programme individually now, rather than having to form part of a geographic cluster. Clusters are still the preferred delivery model, but due to recruitment and spatial challenges the final year is more flexible in order to reach as many schools and academies as possible.
- 1.3. There are three strands to the programme:
 - Behavioural and low cost savings
 - Strategic investment in boiler room improvements
 - Supporting additional investment in proven technologies identified in action plans

1.4. In addition to reducing energy consumption and empowering children to make positive changes in their schools, SCoRE supports high level county council commitments and is the largest project in the carbon management plan. The overall carbon emissions reduction target is 22%, SCoRE activity contributes approximately 65% of this target.

2. High-Level Achievements

2.1. 230 schools have taken part fully and 763 children have been trained as Lincolnshire Carbon Ambassadors. Additional investment triggered by SCoRE is valued at £2.2m, which is almost a 7:1 multiplier on the initial investment in project officers.

2.2. Headline figures of the financial savings generated by SCoRE are;

TABLE 1 – SCORE INVESTMENT AND SAVINGS

| Project | Investment (£) ^a | Annual savings (£) |
|--|-----------------------------|---------------------|
| Behavioural (200 schools; savings assumed at 2% based on data from programme) | 325,000 | 68,000 ^b |
| Boiler Room optimisation and insulation | 2,245,000 | 600,000 |
| M1G and Radiant Panels ^c | 332,000 | 32,000 |
| Energy Efficiency investment triggered by SCoRE (Salix; own funds etc.) | 1,079,000 | 222,000 |
| Solar PV (own funds; Capital loans) | 1,094,000 | 53,000 ^d |
| Totals | 5,075,000 | 907,000 |

^a figures are estimated spend by programme end;

^b not included in Total Savings to avoid double counting from energy efficiency investment;

^c not yet implemented, business case figures;

^d energy bill savings only, Feed in Tariff income not included

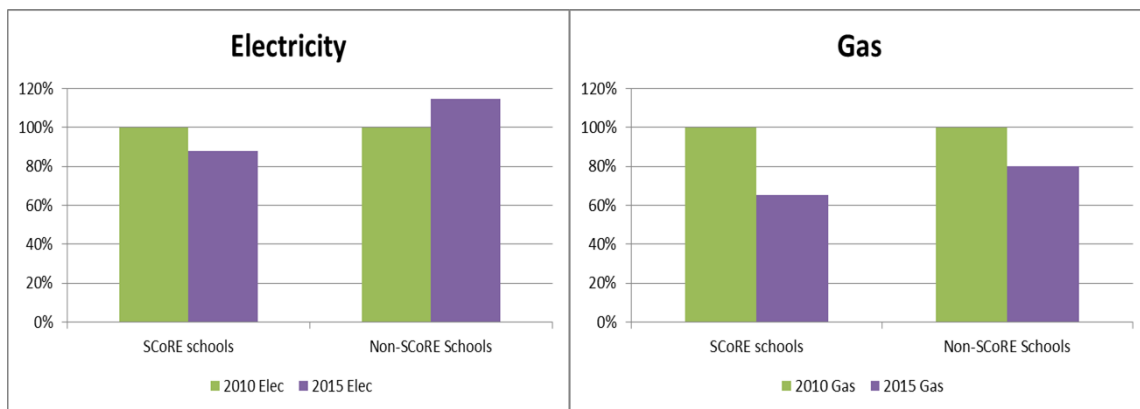
The £2.9m investment from the DSG underspend will have a return on investment of 3.2 years based on the annual savings figures in Table 1.

2.3. There has been an overall reduction in energy consumption from the whole school portfolio during the lifetime of SCoRE. Electricity use has seen a slight increase of 2% and gas consumption has gone down by 23% overall.

TABLE 2 – ENERGY CONSUMPTION DATA

| | Elec consumption 10/11 (kWh) | Elec consumption 15/16 (kWh) | Gas consumption 10/11 (kWh) | Gas consumption 15/16 (kWh) |
|----------------------------------|------------------------------|------------------------------|-----------------------------|-----------------------------|
| Whole school portfolio | 42,457,602 | 39,698,211 | 89,104,897 | 60,129,136 |
| All schools with comparable data | 37,798,766 | 38,725,746 | 76,242,543 | 58,863,231 |
| Savings 10/11 – 15/16 | | -2% (-£92,698) | | 23% (£434,483) |
| SCoRE Schools | 28,358,759 | 24,939,606 | 56,834,088 | 37,237,388 |
| Savings 10/11 – 15/16 | | 12% (£341,915) | | 34% (£489,918) |
| Non- SCoRE Schools | 12,742,266 | 14,599,290 | 28,087,259 | 22,552,666 |
| Savings 10/11 – 15/16 | | -15% (£185,702) | | 20% (£138,365) |

FIGURE 1 – COMPARING SCORE & NON-SCORE SCHOOLS ENERGY USE



When SCoRE schools and non-SCoRE schools are compared the results in Figure 1 are striking; SCoRE schools have reduced electricity and gas consumption by 12% and 34% respectively. Non-SCoRE schools, however, have seen electricity consumption increase by 15% and gas consumption decrease by 20%. This indicates that schools that have completed the behaviour change element of SCoRE are making more significant reductions in their energy consumption that can be delivered through technology investment alone. Any long term reductions are dependent on the school being able to maintain the momentum and positive behaviour changes in school. This is an area of risk.

2.4. The vast majority of gas savings have been achieved through the boiler improvement programme, which comprised boiler load optimisation and insulation jackets on exposed joints and valves in boiler rooms. The savings that have been seen in non-SCoRE schools gas consumption can be confidently attributed to the installation of these measures to all schools,

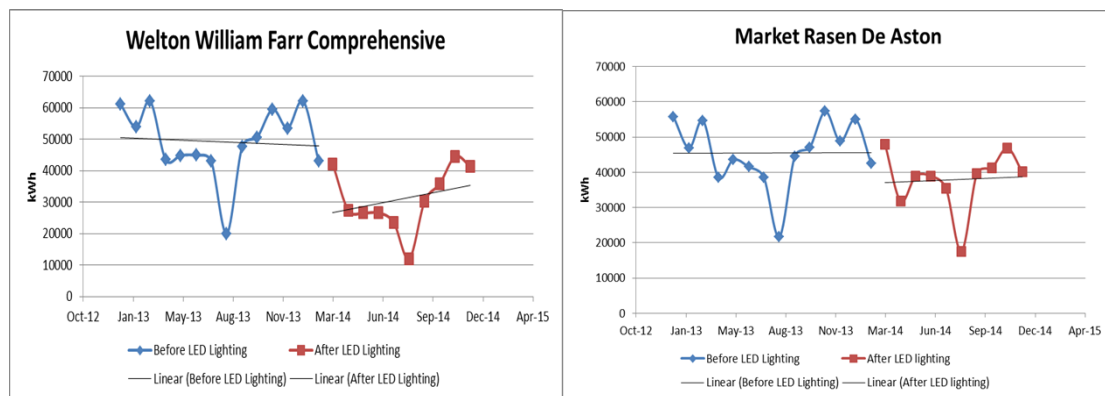
which Schools Forum recommended was completed ahead of the behaviour change element.

It is important to note that the data presented here are actual consumption figures that have not been adjusted to reflect differences in the winter temperatures in the two years. The financial savings are actual savings, although the comparative energy savings might be slightly different when the data is weather corrected.

2.5. One area of concern is that although benchmark fossil fuel use (kWh/m²) has fallen by 29% from 1997 to 2012 electricity (kWh/m²) has been rising annually at 3.8% for primaries and 4.7% for secondaries. This data was collected from thousands of schools nationally and has identified a trend within schools that more and more electricity is being consumed through the use of computers, interactive whiteboards, projectors, tablet computers etc. The SCoRE programme looks to have limited the increased electricity consumption across the whole portfolio, so although we haven't seen an absolute reduction we have avoided a circa 20% increase.

2.6. LED lighting upgrades have been installed in 34 schools. These are compliant Salix projects and LEA maintained schools have made use of the funds available. We have had successful applications to the national Salix fund to install upgrades in academies.

FIGURE 2 – ELECTRICITY CONSUMPTION BEFORE AND AFTER LED LIGHTING INSTALLATIONS



LED lighting reduces the baseload consumption of lighting demand, but as can be seen from both the examples in Figure 2 it does not protect the school from consumption creep, which happens over time.

2.7. Two remaining investment programmes are due to complete during the 2016/17 financial year. An efficiency unit for point-of-use water heaters, similar to that installed in boiler rooms, and far-infrared radiant heater panels for electrically heated schools. The aim is to have both fully installed before

the start of the next heating season. It is projected that the investment allocation will be underspent by £355,000 and the allocation for delivering the behaviour change element of SCoRE will underspend by £75,000.

- 2.8. Analysis of SCoRE performance would not have been possible without the prior investment in AMR meters and data provision. This continues to be an important asset that schools are learning to make use of and is a crucial tool in troubleshooting consumption queries with schools and energy providers.

3. Future support

- 3.1. The SCoRE programme will end on 31 August 2016. Those schools currently participating will be the final cohort. The end of the programme will mean that there will be no proactive support for schools to understand their energy consumption and take action to reduce bills.
- 3.2. The technologies implemented as part of the programme will continue to make savings. For those schools where it exists half-hourly data from automatic meters on gas and electricity consumption will be available until the end of the financial year. Maintained schools will still be able to make use of the council's Salix revolving fund and capital loans for eligible energy efficiency and renewable schemes.
- 3.3. Notwithstanding the above it is proposed that an offering for DEC's for academies and energy advice and support for all schools would be developed within the Schools Commercial Offer project.

4. Conclusion

As can be seen from the figures above the programme has achieved significant investment in energy efficiency and renewables, thereby reducing energy consumption and bills. Those taking part have reported students' development in line with their values based education. SCoRE has also been recognised in several award schemes (Green Apple, November 2014; Ashden Award for Marton Primary School, October 2015; finalist in Local Government Chronicle Awards, March 2016; runner up in Public Sector Sustainability Awards – Energy Management Category, November 2015; highly commended in Lincolnshire Environment Awards, July 2014)

5. Consultation

a) Policy Proofing Actions Required

n/a

6. Background Papers

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by Vanessa O'Brien, who can be contacted on (01522) 554582 or vanessa.o'brien@lincolnshire.gov.uk.

Open Report on behalf of Richard Wills, Executive Director of Environment and Economy

| | |
|------------|---|
| Report to: | Environmental Scrutiny Committee |
| Date: | 10 June 2016 |
| Subject: | District Heating – Progress Report |

Summary

This report provides an update on the District Heating project, the purpose of which is to utilise heat which is produced by the Energy from Waste (EfW) facility in North Hykeham.

Actions Required:

Members of the Environmental Scrutiny Committee are invited to consider and comment on the District Heating Project update report.

1. Background

The EfW facility in North Hykeham incinerates approximately 150,000 tonnes of the county's waste every year. This process enables around 11MW of electricity to be generated which is currently sold back to the National Grid. Around 10MW of heat energy is also produced but this is not being utilised and is being vented into the environment.

The District Heating project hopes to utilise this lost heat and circulate it to local buildings in the form of a Heat Network. Such heat would be sold to the end user and would be a replacement for a historical energy supply such as gas.

In 2015 Environmental Services successfully bid for funding from the Department of Energy and Climate Change (DECC) grant from the Heat Network Delivery Funding (HNDU). The purpose of this fund was to appoint a specialist consultant to carry out a Greater Lincoln Energy Study and in 2015 Element Energy (EE) were appointed. The scope of the study would be to see if it is feasible to progress with a District Heating project and if so, how best to achieve it. The study would also look at cooling and private electricity wire possibilities.

2. Current Status

EE have a 9 month contract to undertake 2 study stages which will look at the following:

- Stage 1 – Energy Mapping Study.
- Stage 2 – Energy Master Planning Study.

Stage 1 is now complete and EE have collected data on energy demand in the Greater Lincoln area. A database of potential heat users has been developed (Heat Map) showing locations and density of energy zones. This has involved consultation with property owners.

Stage 2 began in October and has focussed on more detailed scenarios being produced. Seven distinct areas have been analysed with economic assessments carried out to establish the viability of DH for those potential end users. The southernmost area extends to Witham St Hughes and the northern most extends to the city centre incorporating the County Hospital and the Prison. These two properties represent the largest anchor loads. The third largest loads are the University and surrounding commercial developments.

EE will now analyse the different data and make further contacts with potential users to establish if it is economically viable for a potential switch to DH. One of the main economic restrictions around viability is the distance of the end user from the EfW plant. Up to 70% of the cost of DH is in providing the pipe network and therefore locations closer to EfW may be more realistic around the Teal Park and LN6 area. However all options are still being considered.

The issue around feasibility is that there must be a financial benefit to a customer of switching from being an existing gas user to DH. This is ordinarily achieved by buying the heat at a rate lower than the gas market price. The capital outlay of providing the pipe network, pump station and back up boiler by the authority along with the operating cost must be offset by the sale of heat to customers. Long term commitments can be difficult to obtain with small scale developments but properties such as hotels and leisure centres are ideal for this type of energy.

3. Consultation

This is not a consultation item.

4. Background Papers

No background papers were used in the preparation of this report:

This report was written by Mike Reed who can be contacted on 01522 552396, or mike.reed@lincolnshire.co.uk.

Open Report on behalf of Executive Director for Environment and Economy

| | |
|------------|---|
| Report to: | Environment Scrutiny Committee |
| Date: | 10 June 2016 |
| Subject: | Climate Local Annual Review 2015 |

Summary:

This report is the 2015 annual review of our Action Plan required following our signing of the Climate Local commitment in August 2012. The Climate Local Action Plan demonstrates our continuing commitment to both reducing our carbon footprint, and adapting to the effects of climate change.

Actions have progressed under all six overarching themes:

- Increasing local resilience to climate change
- Building a low-carbon sector and supporting green jobs
- Creating an accessible Lincolnshire with low carbon transport system
- Reducing energy consumption in our own activities
- Promote energy and resource efficiency and alleviate fuel poverty
- Reducing waste to landfill

This report highlights progress in 2015 and adds planned future action. The full report is Appended.

Actions Required:

Members of the Environmental Scrutiny Committee are invited to consider and comment on the Climate Local Annual Review 2015.

1. Background

- 1.1 Climate Local is a Local Government Association initiative to drive, inspire and support council action on climate change. It aims to support councils in reducing their carbon emissions, and increasing their resilience to the effects of climate change. Climate Local is the successor of the Nottingham Declaration on Climate Change. Almost 100 local authorities have signed up to Climate Local. Lincolnshire County Council signed the commitment in 2012.

- 1.2 In 2014, our first action plan was published to demonstrate the commitment of Lincolnshire County Council to both reducing its carbon footprint, and adapting to the ever more severe and frequent effects of climate change on our communities.

This annual review of 2015 demonstrates LCC's continued commitment to these objectives.

2. Conclusion

2.1 This year's update shows continued progress towards many of the objectives set. Several projects have now been completed. During 2014/15 significant structural and staffing changes have resulted in a number of project changes. The scale and or scope of some projects have been reduced and others have ceased entirely. However a number of the projects completed during 2015 have made a significant contribution to meeting the overall objectives of the climate local plan. Amongst them is the Sustain project and provisional figures show the project has met and in some cases exceeded the success measures put in place. This includes securing £343,000 in gross value added, and £1,587,000 of investment.

2.2 Looking forward key future actions include

- Roll out climate change risk assessment
- First call for Structural fund schemes has been made and work is underway to support low carbon economy bids
- Bids will be made to continue sustainable travel work
- Continued investment under the Council's Carbon Management Plan including £5,000,000 investment in street lighting energy efficiency (full report to be considered as agenda item for this meeting)
- Considering how best to continue of the Lincolnshire Energy Switching scheme and fuel poverty schemes
- Next stages of the District heat network study will be completed by December 2016

Climate Local enables the County Council to demonstrate leadership to our communities, stakeholders and peers, and to Government and other national stakeholders.

3. Consultation

a) Policy Proofing Actions Required

n/a

4. Appendices

| | |
|---|--------------------|
| These are listed below and attached at the back of the report | |
| Appendix A | Annual update 2015 |

5. Background Papers

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by Douglas Robinson, who can be contacted on (01522) 554816 or douglas.robinson@lincolnshire.gov.uk.

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Lincolnshire County Council Climate Local Annual Review 2015



Climate Local is a joint Government/LGA initiative to drive, inspire and support council action on climate change. It aims to support councils in reducing their carbon emissions, and increasing their resilience to the effects of climate change. Climate Local is the successor of the Nottingham Declaration on Climate Change. Almost 100 local authorities have signed up to Climate Local. Lincolnshire County Council signed the commitment in 2012.

Our action plan is structured using 6 overarching outcomes¹:

- Increased local resilience to the changing climate through developing community resilience plans, awareness raising and training
- A thriving low-carbon sector and further investment attracted to support low carbon growth and green jobs
- An accessible Lincolnshire with a low carbon transport system
- Carbon emissions tackled and energy reduced in our own activities, and working with other organisations, communities and individuals to do so
- Working with partners to promote energy and resource efficiency, reduce energy dependency and alleviate fuel poverty
- Reducing waste to landfill through increased recycling, waste minimisation awareness raising and campaigns, and Energy from Waste

In 2014, an action plan was published to demonstrate the commitment of Lincolnshire County Council to both reducing its carbon footprint, and adapting to the ever more severe and frequent effects of climate change on our communities.

This annual review demonstrates LCC's continued commitment to these objectives. Activity has progressed under all six overarching commitments, and stakeholders have provided updates with details of progress. Furthermore, in some areas

¹ It is important to note that some specific actions that appear under these commitment headings may be relevant to demonstrating other commitments; there is likely to be overlap in some themes. Therefore, these commitments should not be considered in isolation.

new projects are being developed which improve our resilience to the effects of climate change and reduce our carbon footprint and these have been added.

Examples of progress include:

- Continued implementation of Flood Risk and Drainage Management Strategy and community resilience initiatives
- Successful completion of Sustain project, exceeding targets
- Increases in train service and patronage; increases in bus and cycle usage and completion of private sector travel plans in LN6 project area
- Delivery of the Areas of Outstanding Natural Beauty Management Plan is ahead of schedule
- 6.2% reduction in Council carbon emissions 2014/5
- Lincolnshire Energy Switching scheme savings accrued by householders for all switches to date is over £600,000; an average of over £200 annual savings per household
- The Energy from Waste plant creates enough electricity to power over 19,700 homes and first two stages of heat study are completed

We will commit to monitoring our performance against these actions and reporting annually on progress. We will also annually refresh this list of actions to ensure they are up-to-date and reflect local priorities.

1. Commitment: Increasing local resilience to the changing climate through developing community resilience plans, awareness raising and training

| Specific actions | Measure | Timescale | Update 2016 |
|--|---|------------|---|
| Embed climate risk assessment and adaptation planning into LCC service delivery | <ul style="list-style-type: none"> - % of actions in LCC's Draft Adaptation Action Plan completed | April 2017 | <ul style="list-style-type: none"> - Roll out of the climate Change risk assessment 2016 |
| Deliver initiatives outlined in the Natural Environment Strategy to ensure an increase in biodiversity, a natural environment that is resilient to climate change, and residents better understand the environment. | <ul style="list-style-type: none"> - Lincolnshire Wolds AONB Management Plan delivered - Implemented the Lincolnshire Biodiversity Action Plan and progress monitored robustly | 2013-2020 | <ul style="list-style-type: none"> - Delivery of AONB Management Plan is on schedule. - Delivery of LBAP is on track as part of Greater Lincolnshire Nature Partnership's Nature Strategy. |
| Deliver initiatives outlined in the Flood Risk and Drainage Management Strategy to ensure that flood impacts and risks are reduced, flood risk management services meet local needs, and communities are better able to protect themselves. | <ul style="list-style-type: none"> - Partnership Communications and Engagement Strategy established - Shoreline Management Plan implemented | Annually | <ul style="list-style-type: none"> - The EA have been tasked by emergency planning to do more engagement with the local community. The coastal awareness campaign is not being undertaken this year. - The EA are still working on a long term plan for Saltfleet to Gibraltar point - Local prioritisation criteria for local flood risk schemes are still being developed, including carbon reduction score. |
| <p>Lincolnshire Resilience Forum will increase overall community resilience and flood awareness training and guidance for the residents of Lincolnshire.</p> <p>Lincolnshire County Council Emergency Planning & Business Continuity Unit together with its partners under the umbrella of the</p> | <ul style="list-style-type: none"> - 90% of people recognise the risk of coastal flooding - 80% of people at risk registered for FWD - 60% of individuals have a flood plan - 100% of highest risk communities have community | Ongoing | <ul style="list-style-type: none"> - The coastal campaign continues each October to March coinciding with the winter storm season promoting flood risk and awareness on the coastal strip of the county going a stage further by calling on residents to make a call (register for the Environment Agency FloodLine service), make a plan (personal flood plan for the householder and family to follow in times of flood). |

| | | | |
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| <p>Lincolnshire Resilience Forum will increase overall awareness of the impact of flooding/emergency as part of the ever changing climatic conditions we face today. Communities, schools and SME's will be encouraged to develop simple and effective community emergency plans, schools critical incident plans and SME's business continuity plans in order they can mitigate the effects of a crisis and recover to a new state of normality as quickly as possible.</p> | <p>emergency & flood plans</p> <ul style="list-style-type: none"> - 90% of people recognise the risk of coastal flooding and know what to do if it were to occur - 25% of communities seen as most at risk from all forms of flooding will have robust, tested community emergency planning groups and plans in place - 90% of people living on the coast will have a greater understanding on how to use the designated evacuation routes | | <ul style="list-style-type: none"> - East coast Evacuation routes have now been formally marked out along the coast allowing for efficient and affective mass evacuation in the event of a Storm surge and potential breach to our sea defences. Signage has been distributed along 13 different routes in all 3 coastal districts; all have received publicity. - It remains that 90% of people living along the coast of Lincolnshire should know the risks and then know what to do should these occur however we are still not confident that this figure has been achieved which is why work continues - Although 80% of residents along the coastal strip were reported to be signed up to FWD this figure has dropped significantly due to many factors which is why this area of work is now being redeveloped to understand why this cannot be maintained - Community emergency planning groups and plans continue to be developed and encouraged throughout Lincolnshire – a further 154 communities have been identified as being at risk from all forms of flooding (rivers and seas, surface water, ground water). Targets have been set to engage with, encourage and support the development of at least 25% of these communities to have fully functioning community emergency planning groups and plans. This target is currently on target and will be achieved by the end of January 2017. |
|--|---|--|---|

2. Commitment: Build a thriving low-carbon sector and attract further investment to support low carbon growth and green jobs

| Specific action(s) | Measure | Timescale | Update 2016 |
|---|--|--|---|
| Achieve the objectives of the Sustain Lincolnshire phase 2 programme. | <ul style="list-style-type: none"> - 46 businesses improving their performance - 18 businesses engaged in new collaborations - £500,000 Gross Value Added | 2015 | <ul style="list-style-type: none"> - The project is now complete and a full evaluation is due shortly. Provisional figures are as follows: - 110 businesses received 12hrs+ of support with 52 business improving their performance - £343,062 Gross Value Added - £1,587,490 of investment secured |
| Complete the building of the 'CaNeBuZo' carbon Neutral Business Zone and fill the units with local businesses. Ensure other buildings in the county are upgraded to improve energy efficiency and increase renewable energy production. | <ul style="list-style-type: none"> - Businesses occupying every business unit at the CaNeBuZo site - Gibraltar Point Visitor Centre is being refurbished, with solar panels and heat recovery systems. | 2014 2015 | <ul style="list-style-type: none"> - A total of six out of the seven units are now let to local businesses. - An electric car charging point has been installed at the site. - Skegness Business Centre energy efficiency scheme completed |
| Ensure the Structural and Investment Funds allocations within the ERDF and the European Agricultural Fund for Rural Development meet the thematic objectives, including low carbon, protecting the environment & promoting resource efficiency, and promoting sustainable transport, as well as building sustainable communities. | <ul style="list-style-type: none"> - Allocation of funds to projects that meet thematic objectives relating to reducing carbon emissions and increasing community resilience. | 2014-2020 | Funding has been allocated under 3 themes: <ul style="list-style-type: none"> - Supporting the shift towards a low carbon economy in all sectors (£16,656,000) - Promoting climate change adaptation, risk prevention and management (£5,527,000) - Preserving and protecting the environment and promoting resource efficiency (£4,804,000) |

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| | | | <p>No contracts have been awarded to date. Projects that have been submitted to date are subject to a rigorous appraisal process before funding can be allocated.</p> <p>Work is ongoing with GLLEP on developing low carbon projects</p> |
|--|--|--|---|

3. Commitment: Create an accessible Lincolnshire with a low carbon transport system

| Specific action(s) | Measure | Timescale | Update 2016 |
|---|---|------------|---|
| Ensure that the Local Transport Plan (LTP) continues to provide an overarching outline of transport initiatives and policy across the council | <ul style="list-style-type: none"> - 4th LTP published April 2013- to be kept under review - 5th LTP developed in 2022/23 | 2022-23 | <ul style="list-style-type: none"> - Uncertainties around funding have led to the indefinite postponement of the implementation plan. - Schemes to encourage movement by sustainable modes of travel continue to be pursued as funding permits. |
| Ensure the Lincs2Work Travel Plan targets are met- <ul style="list-style-type: none"> - Increase LCC staff use of sustainable modes of transport - Ensure all staff are aware of their sustainable travel options - Reduce the County Council's business mileage | <ul style="list-style-type: none"> - Reduction in number of employees who drive to work alone from 44% to 38% - Increase LCC staff public transport usage from 5% to 7% - Increase in number of employees who cycle to work from 8% to 10% - Increase car sharing from 5% of employees to 8% - Decrease total LCC business mileage by 1% | 2015 | <ul style="list-style-type: none"> - Staff survey deferred until March 2016 due to workplace moves - Figures for staff modes of travel use will be available in May 2016. - Events were held in 2015 to encourage sustainable travel to work. Workplace Challenge in January, Lincs Cycle Challenge in June and a bicycle maintenance clinic World Environment Day in October. - The car share scheme in operation at County Offices is fully subscribed. - Pool bikes are available at County Offices, Crown House and Witham Park House. |
| Continue to successfully deliver the Access LN6 project, removing barriers to residents and members of staff in local businesses travelling sustainably in the LN6 area of Lincoln. | <ul style="list-style-type: none"> - Increased train, bus and cycle usage - Reduced traffic congestion in the LN6 area - Behaviour shifts in local businesses and schools | March 2015 | Access LN6 project came to a close in March 2015; Access Lincoln started in April 2015 as a legacy project Access LN6 outcomes included <ul style="list-style-type: none"> - In February 2015, train patronage had increased by 144% over the 2009/10 |

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| | | | <p>baseline.</p> <ul style="list-style-type: none"> - Train services have increased with an additional 14 services per day to and from Lincoln, all of which now stop at Hykeham station - Cycle trips have increased by an average of 39.1% over 3 main routes, with trips along Station Road increasing by 77.3% over the baseline. - Bus patronage on the 44/44a, a service expanded by Access LN6, increased by an average of 17%, or an extra 7000 people, per calendar month over the 2011/12 baseline - 90 travel plans completed by March 2015 |
| As a result of the Superfast Broadband rollout, Lincolnshire will be 'greener' and more sustainable, with reduced need to travel through the growth of more flexible working patterns, greater take-up of 'online' service, and exchange of information. | <ul style="list-style-type: none"> - Reduction in Lincolnshire's carbon emissions - Help the county meet the challenging targets set in the recent 4th Carbon Budget. | Summer 2016 | <ul style="list-style-type: none"> - The project has now provided faster broadband capability to 147K premises and is on schedule to complete by 31st March 2016 - Average download speed still exceed anticipated - A second phase of the programme (Phase 2) will commence in January 2016 where we will attempt to meet the second Government objective of 95% Superfast coverage across the county |
| The Access Lincs project will continue to provide support and funding for initiatives that enable members of staff to travel sustainably to work. | <ul style="list-style-type: none"> - Engage with 10 Tier 1 businesses and 30 Tier 2 businesses | March 2014 | Access Lincoln ceased working with new businesses from March 2015. |

4. Commitment: Tackling carbon emissions and energy reductions in our own activities, and working with other organisations, communities and individuals to do so.

| Specific action | Measure | Timescale | Update 2016 |
|--|---|-------------|--|
| Ensure Traffic signal and street lighting improvements are made. | Reduction in energy consumption and costs | 2017 | - Approximately £6.5M has been allocated for street lighting upgrades; that start from April 2016 |
| Ensure LCC achieves its target of reducing its carbon emissions by 22% by 2018 through: <ul style="list-style-type: none"> - Continuing to deliver energy efficiency savings through the Salix revolving fund of £1 million. - Ensuring the success of the SCoRE programme (Behaviour change; boiler optimisation & boiler room insulation; revolving fund investment) - Providing support to the SAGE network of green workplace volunteers - Ensuring that carbon management becomes an organisational priority in its decision making - Implementing a new data storage solution - Implementing boiler optimisation in LCC property where appropriate - Upgrading lighting in LCC property - Property rationalisation | - All money returned to Salix fund to be re-allocated each year | Ongoing | - £1,753,487 spend to date, giving an annual saving of 1865 tonnes of CO2 and reduction in consumption of £364,600 |
| | - Recruit and engage with 90 schools per year | August 2016 | <ul style="list-style-type: none"> - Over 200 schools have now been engaged with the SCoRE programme - 2016 is due to be the final year for SCoRE phase 1 - Discussions are ongoing regarding funding for a phase 2 programme. - The scheme has won various awards (Green Apple Award, Ashden Award, Public Sector Sustainability and shortlisted for the 2016 Local Government Chronicle awards). |
| | - Increased number of proactive SAGE volunteers | Ongoing | - Due to budget reductions and staffing changes the SAGE scheme has been inactive over the last year. |
| | - Include the carbon reduction target in LCC's Business Plan, | Ongoing | - Quarterly reporting in Council Business Plan indicator on Carbon Management |

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| | other high level strategies and key policies | | Plan progress - 2014/15 energy consumption has been reduced by 6.2% |
| | - Energy consumption and costs integrated into property occupancy decisions | Ongoing | - Energy audits for Keily House completed; programmed for Lancaster House, Newland, Orchard House. |

5. Commitment: Work with partners to promote energy and resource efficiency, reduce energy dependency and alleviate fuel poverty

| Specific action(s) | Measure | Timescale | Update 2016 |
|---|--|---------------|---|
| <p>In partnership with Districts, implement Lincolnshire's Affordable Warmth Strategy, under the following headings:</p> <ol style="list-style-type: none"> 1. Raising awareness of fuel poverty and its solutions 2. Targeting actions at fuel poor households 3. Improving the energy efficiency of all housing tenures 4. Maximising the income of households at risk from fuel poverty 5. Improving access to fuel services and renewable energy | <ul style="list-style-type: none"> - The Affordable Warmth Strategy includes specific measures and actions to complete. | December 2016 | <ul style="list-style-type: none"> - Affordable Warmth Strategy is being re-written during 2016 to incorporate the Fuel Poverty Action Plan. |
| <p>Actions from the Fuel Poverty Action Plan include:</p> <ul style="list-style-type: none"> - Trading Standards projects to raise awareness of EPCs - Continue to deliver an accreditation scheme for private landlords across the county. - Develop an enhanced housing conditions database to target domestic energy efficiency opportunities - Implement the collective switching | <ul style="list-style-type: none"> - Officers to raise awareness of EPCs among landlords and tenants - Promote the Lincolnshire landlord accreditation scheme - Stock modelling exercise commissioned | Ongoing | <ul style="list-style-type: none"> - Lincolnshire Central Heating Fund scheme is being developed with grant from DECC to provide first time installation of central heating for around 180 fuel poor households. - Funding from Lincolnshire County Council and the Lincolnshire Community Foundation enabled Responders to Warmth to continue as a Community Interest Company. |

| | | | |
|--|---|---------------------|--|
| <p>scheme</p> <ul style="list-style-type: none"> - Continue to support Responders to Warmth | | | <ul style="list-style-type: none"> - Enhancement of the stock modelling exercise to incorporate Energy Performance Certificate (EPC) data is ongoing in partnership with the BRE (Building Research Establishment). Bulk EPC data is to be purchased through DCLG. - Discussions on domestic EPC enforcement between Trading Standards and district councils have been ongoing. - DASH Services is commissioned by district councils to deliver a landlord accreditation scheme. - The collective energy switching scheme is to be recommissioned following the end of the Local Government Association (LGA) framework. |
| <p>Develop a County Energy Policy that seeks to increase energy security and maximise benefits to the local economy, whilst minimising impacts</p> | <ul style="list-style-type: none"> - Adopted | <p>January 2017</p> | <ul style="list-style-type: none"> - Work will be ongoing throughout 2016 to meet this aim. |

6. Commitment: Reducing waste to landfill through increased recycling, waste minimisation awareness raising and campaigns, and Energy from Waste

| Specific action(s) | Measure | Timescale | Update 2016 |
|--|--|-------------------|---|
| Work with other members of the Lincolnshire Waste Partnership to update the Joint Municipal Waste Management Strategy (JMWMS) including assessment of carbon impacts, and waste minimisation through education and related schemes such as Real Nappy Campaign, Recycling/Reuse credits, Composting bins | - JMWMS completed | 2014 | <ul style="list-style-type: none"> - Production of the JMWMS is likely to be a commissioning role in the future and could start later this year depending upon resource availability. - Real nappies and recycling credits are being cut or stopped as budget savings - Composters are currently still available |
| Generate electricity from Energy from Waste and seek to exploit opportunity for renewable heat | <ul style="list-style-type: none"> - Amount of electricity and heat generated annually - | Annually reported | <ul style="list-style-type: none"> - The EFW generated 81013MWh of electricity, which based on 2014 average household consumption is roughly 19,700 homes. - Stages 1 and 2 of the district heat network investigations have been carried out. It is expected that stage 3 will be in summer 2016 and will complete by December 2016. |

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**Open Report on behalf of Executive Director for Environment and Economy
and Director of Public Health**

| | |
|------------|--|
| Report to: | Environmental Scrutiny Committee |
| Date: | 10 June 2016 |
| Subject: | Update on Lincolnshire Energy Switching Scheme (LESS) |

Summary:

The Lincolnshire Energy Switching Scheme (LESS) is a joint exercise by Lincolnshire County Council and District Councils to promote and facilitate collective switching, potentially reducing households' energy bills.

To date there have been 7 completed rounds; the current round acceptance phase is open until 28 June 2016. The report details numbers involved and the savings made.

The Local Government Association Framework under which the scheme is run has now expired. HELP have signed an agreement with Peterborough City Council to continue the scheme.

Actions Required:

Members of the Environmental Scrutiny Committee are invited to consider and comment on the report and highlight support for the continuation of the Lincolnshire Energy Switching Scheme.

1. Background

- 1.1 A collective switch where a trusted intermediary (eg, a council, Which etc.) runs an auction for energy firms to bid to provide special tariffs. Reducing energy bills through rationalised tariff rates was an objective from the Lincolnshire Affordable Warmth Strategy 2010. The strategy is currently due for review and actions renewed. Although collective switching does not exclusively target fuel poor households they do benefit from participating in such schemes.
- 1.2 A 'Lincolnshire Councils' run collective switching scheme was first investigated as an action from the Fuel Poverty Task and Finish group in 2012. Current activity is led by WLDC with communications having been coordinated by NKDC, BBC and SKDC. A procurement exercise with the

Local Government Association (LGA), Procurement Lincolnshire and NEPO established the LGA framework and was operational for two years.

A key component of the framework was that all energy suppliers had to offer a prepayment tariff to be able to offer a direct debit tariff. Registrations did not commit consumers to switching; they could make a decision once their personalised offer had been generated. Most registrations were made through the website form, but facilities were available for residents to register at their local district council offices or via a telephone service. Call centre registration service has been provided in every round.

- 1.3 Eight Lincolnshire Energy Switching Schemes have been run, and the latest figures show that at least 11,500 people have registered. Over 3000 households have switched suppliers, a switching rate of 27% across the seven completed switching cycles. May 2016 auction is still sending out offers and the acceptance phase is open until June 28th 2016. This is seen as a good average conversion rate, but we did achieve 38% in February 2015 and 32% in October 2015 which are very good. Total household savings are estimated at over £600,000. On average most households save between £180 - £230 by switching to the collective switch tariff. Household savings are likely to be redirected into the local economy, with the associated economic benefits.
- 1.4 The scheme is cost neutral to run, with the HELP group coordinating activity. The referral fees paid by iChoosr after consumers have switched covers the cost of marketing and telephone registration services. Any surplus funds are directed towards future campaigns and actions in the Affordable Warmth Strategy.
- 1.5 The LGA framework was not extended, so the last Lincolnshire switching cycle completed under the framework was in February 2016. Peterborough City Council and a partnership of councils had signed a direct agreement with iChoosr before the LGA framework was in place. Procurement Lincolnshire have reviewed this contract and confirmed that it is compliant. As such, HELP have signed a contract with Peterborough City Council so that Lincolnshire can be included in future switching rounds. There are two years remaining on this agreement.
- 1.6 The LESS scheme has benefited many households across the county and that has included some fuel poor households. Although the scheme has raised awareness of switching there are still significant numbers of households who have never switched energy tariff and would benefit enormously. There is anecdotal evidence of households that have negotiated better energy deals for themselves and made savings as a consequence of knowing about the Lincolnshire Energy Switch even if they have not switched through the scheme.

2. Conclusion

- 2.1 Reducing household energy costs is an important element of the affordable warmth agenda. Long term reductions can be made through improvement to buildings and these are most likely to be maintained. Tariff optimisation has value in terms of ensuring that consumers are not paying more than necessary for their energy needs. Consumers need to switch regularly to maintain the savings and a local council approved scheme helps to reassure residents that they are making a good choice in a market that can be very confusing.
- 2.2 Given the credibility that has been established through LESS it is good news for residents that the scheme is able to continue to with no discernible change from the consumer's point of view. The agreement with Peterborough City Council provides stability until the end of March 2018.

3. Consultation

a) Policy Proofing Actions Required

n/a

4. Appendices

| | |
|---|------------------------------|
| These are listed below and attached at the back of the report | |
| Appendix A | Promotional flyer |
| Appendix B | Results from previous rounds |

5. Background Papers

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by Douglas Robinson, who can be contacted on (01522) 554816 or douglas.robinson@lincolnshire.gov.uk.

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Lincolnshire Energy Switch

You could save hundreds of pounds on your energy bills by joining our collective energy switch.



Collective energy switching is a way for communities to try and get cheaper gas and electricity tariffs from energy suppliers. Rather than switching provider as an individual, you can do it together and save money. The Lincolnshire Energy Switch is part of a wider scheme operating across the country.

If you haven't switched energy supplier in the last few years, you are likely to see the biggest savings. However, those who switch regularly can still benefit too. In the most recent auction, held in May 2015, the average saving per household to take up their offer was £220.85.

How to register

You can [register online](#) until the end of 1st February 2016.

What information you need

To register with the Lincolnshire Energy Switch, you will need your annual energy statement or latest energy bill(s). You will need to provide information on your current tariff and energy consumption, as well as your preferred method of payment. If you are on a pre-payment meter you can still take part and hopefully benefit from a cheaper tariff too.

There is no obligation to switch suppliers after you have registered; if you do not like the offer you can choose to decline and play no further part. There are plans to run more schemes in the future so if you would like take part at a later date, you can save your information and it will automatically be re-submitted.

How the Lincolnshire Energy Switch works

1. Residents register their interest in the scheme to look for a cheaper energy tariff. All you need is your annual energy statement or latest energy bills and contact details. It is free to register and there is no obligation to switch.
2. At the end of the registration period an auction will be held on 2nd February 2016 with energy suppliers to find out which one will provide the best price to supply energy to the households that have registered.
3. You will be sent a personal offer from 12th February 2016 - it is up to you whether you accept it and choose to switch or not. If you decide to switch you will need to do so by Monday 15th March 2016.

The more people who register, the bigger the potential savings for everyone.

Don't use gas for heating?

If you use heating oil, have you considered joining an oil bulk buying scheme? For further information visit the [Community Lincs Community Oil Buying Scheme web page](#).

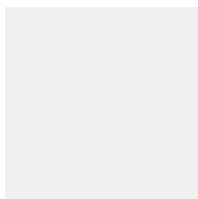
Related Pages

- [Time running out to join Lincolnshire Energy Switch Scheme](#)

Related Links

Lincolnshire County Council is not responsible for the content of external weblinks.

- [Big Community Switch](#)
- [Community Lincs Oil Buying Scheme](#)



APPENDIX B

Lincolnshire Energy Switch Scheme statistics

| All LES Auctions | Total number of registrations | Registered post auction | Final registrants including re invites | Total number of switchers | Switching rates | LES average individual savings | LES total estimated household savings |
|----------------------------------|-------------------------------|-------------------------|--|---------------------------|-----------------|--------------------------------|---------------------------------------|
| February 14 Auction | 4035 | | 4035 | 1041 | 26% | £186.00 | £193,626.00 |
| June 14 Auction | 1105 | | 1105 | 209 | 18.9% | £210.10 | £43,911.00 |
| October 14 Auction | 1276 | 239 | 1515 | 460 | 28% | £187.00 | £86,020.00 |
| February 15 Auction | 883 | 897 | 1780 | 525 | 38% | £218.73 | £114,833.25 |
| June 15 Auction | 510 | 733 | 1244 | 339 | 27.2% | £226.05 | £76,404.90 |
| October 15 Auction | 583 | 771 | 1354 | 438 | 32.3% | £218.61 | £101,293.26 |
| February 16 Auction ¹ | 711 | 371 | 1082 | 224 | 20.7% | | |
| | | | | | | | |
| Totals | 8916 | 2640 | 11033 | 3012 | | | £616,088.41 |

¹ February auction process ongoing to 15th March 2016 so figures are not final but latest available

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**Open Report on behalf of Richard Wills,
Director responsible for Democratic Services**

| | |
|------------|--|
| Report to: | Environmental Scrutiny Committee |
| Date: | 10 June 2016 |
| Subject: | Environmental Scrutiny Committee Work Programme |

Summary:

This item enables the Committee to consider and comment on the content of its work programme for the coming year to ensure that scrutiny activity is focused where it can be of greatest benefit. Members are encouraged to highlight items that could be included for consideration in the work programme.

The work programme will be reviewed at each meeting of the Committee to ensure that its contents are still relevant and will add value to the work of the Council and partners.

Actions Required:

Members of the Committee are invited to consider and comment on the work programme as set out in Appendix A to this report and highlight any additional scrutiny activity that could be included for consideration in the work programme.

1. Background

The Committee's work programme for the coming year is attached at Appendix A to this report. The Committee is invited to consider and comment on the content of the work programme.

Work Programme Definitions

Set out below are the definitions used to describe the types of scrutiny, relating to the items on the Work Programme:

Budget Scrutiny - The Committee is scrutinising the previous year's budget, or the current year's budget or proposals for the future year's budget.

Pre-Decision Scrutiny - The Committee is scrutinising a proposal, prior to a decision on the proposal by the Executive, the Executive Councillor or a senior officer.

Performance Scrutiny - The Committee is scrutinising periodic performance, issue specific performance or external inspection reports.

Policy Development - The Committee is involved in the development of policy, usually at an early stage, where a range of options are being considered.

Consultation - The Committee is responding to (or making arrangements to) respond to a consultation, either formally or informally. This includes pre-consultation engagement.

Status Report - The Committee is considering a topic for the first time where a specific issue has been raised or members wish to gain a greater understanding.

Update Report - The Committee is scrutinising an item following earlier consideration.

Scrutiny Review Activity - This includes discussion on possible scrutiny review items; finalising the scoping for the review; monitoring or interim reports; approval of the final report; and the response to the report.

2. Conclusion

To consider and comment on the Work Programme.

3. Consultation

a) Policy Proofing Actions Required

This report does not require policy proofing.

4. Appendices

| | |
|---|--|
| These are listed below and attached at the back of the report | |
| APPENDIX A | Environmental Scrutiny Committee Work Programme |
| APPENDIX B | Forward Plan of Decisions relating to Environmental Scrutiny Committee |

5. Background Papers

No background papers within Section 100D of the Local Government Act 1972 were used in the preparation of this report.

This report was written by Daniel Steel, Scrutiny Officer, who can be contacted on 01522 552102 or by e-mail at daniel.steel@lincolnshire.gov.uk

**ENVIRONMENTAL SCRUTINY COMMITTEE &
FLOOD AND DRAINAGE MANAGEMENT SCRUTINY COMMITTEE**

Chairman: Councillor Lewis Strange

Vice Chairman: Councillor Victoria Ayling

| 10 June 2016 Environmental Scrutiny Committee | | |
|--|---|----------------------|
| Item | Contributor | Purpose |
| Water Recycling Centres Update | Brian Kane, Regional Treatment Manager (Anglian Water) | Update Report |
| Performance Report, Quarter 4 (1 January to 31 March 2016) | Jasmine Sodhi Performance and Equalities Manager; Sean Kent, Group Manager Environmental Services | Performance Scrutiny |
| SCoRE Programme Update | Doug Robinson, Sustainability Team Leader | Update Report |
| District Heating Project Progress Report | Mike Reed, Environment Team Leader | Update Report |
| Climate Local Action Plan Annual Report | Doug Robinson, Sustainability Team Leader | Update Report |
| Lincolnshire Energy Switch Scheme | Doug Robinson, Sustainability Team Leader | Update Report |

| 29 July 2016 Environmental Scrutiny Committee | | |
|--|--------------------|----------------|
| Item | Contributor | Purpose |
| OFFSITE VISIT | | |

| 02 September 2016 Environmental Scrutiny Committee | | |
|---|---|----------------------|
| Item | Contributor | Purpose |
| Performance Report, Quarter 1 (1 April to 30 June 2016) | Sean Kent, Group Manager Environmental Services | Performance Scrutiny |
| Carbon Management Plan Annual Report | Douglas Robinson, Sustainability Team Leader | Update Report |

| 23 September 2016 Flood and Drainage Management Scrutiny Committee | | |
|---|---|----------------|
| Item | Contributor | Purpose |
| Property Level Preventative Measures | Mary Dhonau, MDA Specialist Independent Community Flood Consultancy | Status Report |
| Investigations held under Section 19 of the Flood and Water Management Act 2010 | Mark Welsh, Flood Risk and Development Manager | Update Report |
| Environment Agency Update | Deborah Campbell, Environment Agency | Update Report |

| 14 October 2016 Environmental Scrutiny Committee | | |
|---|--------------------|----------------|
| Item | Contributor | Purpose |
| | | |

| 02 December 2016 Environmental Scrutiny Committee | | |
|---|---|----------------------|
| Item | Contributor | Purpose |
| Performance Report, Quarter 2 – (1 July to 30 September 2016) | Sean Kent, Group Manager Environmental Services | Performance Scrutiny |

| 09 December 2016 Flood and Drainage Management Scrutiny Committee | | |
|---|---|----------------|
| Item | Contributor | Purpose |
| Insurance Industry Update | Seth Williams, Head of Public Affairs, Association of British Insurers | Status Report |
| Investigations held under Section 19 of the Flood and Water Management Act 2010 | Mark Welsh, Flood Risk and Development Manager | Update Report |
| Environment Agency Update | Deborah Campbell, Flood and Coastal Risk Manager; John Ray, Senior Advisor, Flood & Coastal Risk Management (Environment Agency) | Update Report |

| 13 January 2017 Environmental Scrutiny Committee | | |
|---|--------------------|-----------------|
| Item | Contributor | Purpose |
| Revenue and Capital Budget Proposals 2017/18 | TBC | Budget Scrutiny |

| 17 February 2017 Environmental Scrutiny Committee | | |
|---|---|----------------------|
| Item | Contributor | Purpose |
| Performance Report, Quarter 3 – (1 October to 31 December 2016) | Sean Kent, Group Manager Environmental Services | Performance Scrutiny |

Items to be scheduled – Environmental Scrutiny

- Proposal to Declare Acre Gap as a Local Nature Reserve (LNR)
- Recycling Targets Update & Food Waste Recycling
- Anaerobic Digestion Plant Planning Process Update

Items to be scheduled – Flood and Drainage Management

- Fens Waterways Link
- Disaster Management Update

Forward Plan of Decisions relating to Environmental Scrutiny Committee

| DEC REF | MATTERS FOR DECISION | DATE OF DECISION | DECISION MAKER | PEOPLE/GROUPS CONSULTED PRIOR TO DECISION | DOCUMENTS TO BE SUBMITTED FOR DECISION | HOW AND WHEN TO COMMENT PRIOR TO THE DECISION BEING TAKEN | RESPONSIBLE PORTFOLIO HOLDER AND CHIEF OFFICER | KEY DECISION YES/NO | DIVISIONS AFFECTED |
|---------|----------------------|------------------|----------------|---|--|---|--|---------------------|--------------------|
| | N/A | | | | | | | | |