

Environment Overview and Scrutiny Committee



SOUTH
KESTEVEN
DISTRICT
COUNCIL



Tuesday, 4 June 2024 at 2.00 pm
Council Chamber - South Kesteven House,
St. Peter's Hill, Grantham. NG31 6PZ

Committee Members: All Members of the Committee

Agenda

This meeting can be watched as a live stream, or at a later date, [via the SKDC Public-1 Channel](#)

- 1. Public Speaking**
The Council welcomes engagement from members of the public.
To speak at this meeting please register no later than 24 hours prior to the date of the meeting via
democracy@southkesteven.gov.uk
- 2. Apologies for absence**
- 3. Disclosure of Interests**
Members are asked to disclose any interests in matters for consideration at the meeting.
- 4. Minutes from the Joint Meeting of the Environment Overview and Scrutiny Committee and Rural and Communities Overview and Scrutiny Committee held on 18 March 2024** (Pages 3 - 9)
- 5. Minutes from the meeting held on 19 March 2024** (Pages 11 - 26)
- 6. Updates from the previous meeting** (Page 27)
To consider actions agreed at the meeting held on 19 March 2024.

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Karen Bradford, Chief Executive
www.southkesteven.gov.uk

7. **Announcements or updates from the Leader of the Council, Cabinet Members or the Head of Paid Service**
8. **Animal Welfare Policy** (Pages 29 - 62)
Committee to review and recommend approval to Cabinet of the draft new animal welfare policy.
9. **Corporate Plan 2020-23 Key Performance Indicators End-of-Plan and 2023/24 End-Year (Q4) Report** (Pages 63 - 81)
This report outlines South Kesteven District Council's performance against the Corporate Plan 2020-23 Key Performance Indicators (KPIs) from January-March 2024, and presents a summary of overall performance over the lifecycle of the Corporate Plan 2020-23.
10. **Disposal of Vapes** (Pages 83 - 86)
To provide an update on the changes to disposable vape legislation and the impact this will have on the disposal of these items.
11. **Twin Stream Update** (Pages 87 - 93)
Update on the progress of the twin stream project and action plan timelines for DMR rejections.
12. **Environment Act 2021 Update** (Pages 95 - 127)
This report provides an update on the recent changes to the Environment Act 2021, with a specific focus on Simpler Recycling and the Deposit Return Scheme.
13. **Rewilding process (Verbal Update)**
For the Assistant Director for Culture and Leisure to provide a verbal update.
14. **Update on Public Sector Decarbonisation Scheme Phase 3c** (Pages 129 - 134)
To provide the committee with an update on the award of grant funding via the Public Sector Decarbonisation Scheme Phase 3c to upgrade heating systems at Grantham Meres leisure centre.
15. **Work Programme 2024-25** (Pages 135 - 138)
To consider the Committee's Work Programme for 2024-25.
16. **Any other business which the Chairman, by reason of special circumstances, decides is urgent**

Meeting of the Joint Meeting of the Environment Overview and Scrutiny Committee and Rural and Communities Overview and Scrutiny Committee



SOUTH
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Monday, 18 March 2024, 10.00 am

Committee Members present

Councillor Emma Baker
Councillor Harrish Bisnauthsing
Councillor Pam Byrd
Councillor Richard Dixon-Warren
Councillor Tim Harrison
Councillor Robert Leadenhamb
Councillor Bridget Ley
Councillor Nikki Manterfield
Councillor Paul Martin
Councillor Virginia Moran
Councillor Charmaine Morgan
Councillor Habibur Rahman
Councillor Ian Selby
Councillor Sarah Trotter
Councillor Vanessa Smith

Cabinet Members

Councillor Patsy Ellis
Councillor Ashley Baxter
Councillor Rhys Baker
Councillor Richard Cleaver

Officers

Karen Bradford, Chief Executive
Nicola McCoy-Brown, Director of Growth and Culture
Richard Wyles, Deputy Chief Executive and Section 151 Officer
Graham Watts, Assistant Director (Governance and Public
Protection) and Monitoring Officer
Sarah McQueen, Head of Service (Housing Options)
Chris Prime, Communications Manager

Phil Swinton, Emergency Planning and Health & Safety Lead
James Welbourn, Democratic Services Manager (Deputy
Monitoring Officer)

14. Election of Chairman

The meeting was opened at 1001 by the Democratic Services Manager, and with the agreement of those Members present in the Council Chamber, the meeting was **ADJOURNED** until 1015 to allow those Members that had been held up by an incident on the A1 to arrive for the meeting.

The meeting reconvened at 1015 and having been moved and seconded, and following a vote it was **AGREED** that Councillor Nikki Manterfield, Chairman of the Rural and Communities Overview and Scrutiny would be the Chairman for this Extraordinary meeting.

15. Election of Vice - Chairman

Having been moved and seconded, and following a vote, it was **AGREED** that Councillor Ian Selby, the Chairman of the Environment Overview and Scrutiny Committee would be the Vice-Chairman for this Extraordinary meeting.

16. Public Speaking

There were no public speakers.

17. Apologies for absence

Apologies for absence had been received from:

Councillor Steven Cunningham
Councillor Penny Milnes
Councillor Murray Turner

Councillors Harrish Bisnauthsing, Richard Dixon-Warren and Tim Harrison were present as substitutes.

18. Disclosure of interests

There were no disclosures of interests.

19. South Kesteven District Council's response to localised flood relating to Storm Henk

The Leader of the Council introduced the report detailing the response to 'Storm Henk'. The need for the meeting had arisen as the Deputy Leader had asked the Chairmen of both the Rural and Communities and Environment

Overview and Scrutiny Committees to suggest a debrief following the events of Storm Henk. As the topic of flooding was relevant to the two Committees, it was felt that a Joint Meeting was the best way forward.

Sympathy for all residents impacted by the flooding was expressed, alongside thanks to officers who had been involved with setting up an incident management room. Thanks were also extended to the Chief Executive, Corporate Management Team, and Streetscene for the roles they had played. Staff from almost every team across the Council had been involved in helping with the floor relief.

The Cabinet Member for Leisure and Culture was also highlighted as someone who had ensured the smooth running of the floor relief effort to residents.

Unprecedented levels of flood water had been seen in the district due to Storm Henk coming so soon after the impact of Storm Babet. Within an ordinary year, there were not a high instance of floods, but due to the sheer number of floods provoked by Storms Babet and Henk, several were being investigated under Section 19 of the Flood and Water Management Act 2010. Approximately 800 properties had been flooded.

The Monitoring Officer presented slides outlining the impact of the flooding. The following points were highlighted during the presentation:

- Lincolnshire County Council (LCC) was the lead flood authority in Lincolnshire and had the statutory responsibility for Section 19 of the Flood and Water Management Act 2010. LCC also employed an Emergency Planning Team.
- The Lincolnshire Resilience Forum (LRF) was a collective of Category 1 and 2 responders as identified in the Civil Contingencies Act. It included all of the Lincolnshire districts, LCC, emergency services, flood agencies, internal drainage boards and others.
- The LRF monitored the emerging flooding situation on a County wide basis. They liaised with the LCC Emergency Planning Team and following this a Strategic Co-ordination Group (SCG) and a Tactical Co-Ordination Group (YCG) was set up. The first meeting of the SCG was on 2 January 2024, with the TCG meeting later on the same day. Meetings of those bodies continued for the rest of that week until Friday 5 January 2024.
- An emergency was not declared in South Kesteven that week, so South Kesteven District Council (SKDC) decided to proceed with an emergency planning group involving the Chief Executive and Directors. The emergency group met in Grantham at SK House and utilised staffing resource from other areas of the Council.
- The group relied heavily on intelligence from a range of sources including, but not limited to, Ward Members, public, Government live mapping system, flood alerts, and feedback from SCG and TCG and

other partners. A dedicated email account was established and was overseen by dedicated administrative support.

- Every area with a live flooding risk was given a profile.
- The storm caused extensive flooding to farmland and highways, as well as commercial and residential properties; five commercial premises were significantly impacted. There was also a list of areas where reports of internal flooding had been received. SKDC made immediate contact with every Council property that had reported experiencing internal flooding. In two instances families were placed in emergency accommodation and received daily welfare checks.
- The flooding initially greatly affected the villages of Tallington and Greatford, whilst also impacting Stamford.
- A 'Rest Centre' was set up with trained staff manning the establishment, until the decision was taken that it was no longer required. Once the situation in Tallington worsened, resource was diverted and the Rest Centre was relocated.
- In Greatford some residents could not access toilet facilities, so officers established contact with a portaloo provider. The Village Hall was also opened up in order that their facilities could be used. The Deepings Round Table also opened additional toilet facilities.
- Tallington Lodge Care Home's kitchen was flooded due to water coming up through the sink alongside general flooding and water ingress. The Council maintained communication with the Care Home in view of the vulnerability of tenants, however, the home took the decision to retain tenants in the premises as the flooding was isolated to the kitchen only. The Care Home therefore made alternative provision for food and water for its residents.
- An information leaflet was produced for residents, particularly in Greatford and Tallington, as there were a number of items that needed to be carefully disposed of as a result of the flood water. Feedback from this exercise had been positive.
- On Saturday 6 January 2024 inspections were carried out on those properties where internal flooding had been reported.

Further points were highlighted during debate between Members and officers:

- Surface water flooding was not predictable; however the areas prone to surface water flooding were now known. Informed planning to prepare for this was being made in some villages.
- Informed communications between the 'Control Centre' and Ward Councillors had to be part of the information link; visibility of LRF communications was essential.
- There was an on-call status for emergency planning for officers. In addition there was a WhatsApp group containing 30 senior officers and Emergency Planning Team Members which alerted them to any major incidents involving the Council. Even if events occurred over a

weekend or a Bank Holiday officers could be called into the office to deal with a situation.

- The Emergency Services were used for incidents where deeper water was involved; SKDC officers only had standard protection clothing and were not equipped to deal with such incidents. There were however volunteers that had the use of 4x4 vehicles.
- SKDC could have declared an 'emergency', but this would not have changed the response of the officers to the flooding situation. Had officers needed it, the support was there for mutual aid, but they were able to manage with partner support. In terms of funding, it was a Government decision as to when they made funding available for Local Authorities. District Councils could claim funding, subject to a threshold. However, whilst it had become more apparent with the passage of time that the flooding was widespread across Lincolnshire, many individuals at the time did not declare that their properties were flooded.
- Lincolnshire Fire and Rescue returned to normal operations on 3 January 2024.
- A lot of information was being shared through the Communications Manager by email, for ease. There were certainly lessons to be learned in terms of different means of communicating with Ward Members but it would be difficult to be adequately across many different forms of communication, especially with multiple alerts across the district.
- Storm information was taken from the Environment Agency and Met Office. In the build up to a storm there were hazard assessment teams. They decided how bad the storm could be and what needed to be done. Unfortunately, weather forecasting was still not that precise and it wasn't known exactly where storms would hit across Lincolnshire, however there were plans in place for these sorts of events. Planning was still reactive rather than proactive in terms of weather.
- LCC Emergency Planning Team were keen to work with community groups and had contacted all SKDC parish councils in October 2023 to work with them. It was an offer that SKDC followed up with a letter regarding sandbags for 'at risk' properties', which received a mixed response.
- In most cases, by the time a sandbag was deployed they were past their usefulness. Whilst they should be part of any flood response, they should not be relied upon. There were better products available for flood mitigation.
- The Chief Executive provided a £35,000 reserve through an Officer Delegated Decision to fund any works necessary as a result of the flooding. In addition, many were diverted away for their normal duties. The direct costs of the flooding to date, for items such as portaloos, skips and ancillaries was just over £5,500. However, this cost did not include the 100s of hours of staff time which was already budgeted for.
- South Kesteven was one of the worst hit districts in Lincolnshire with many different towns and villages being affected. Usually, disruption would be seen within East Lindsey given its low-lying areas, but this was not seen this time around.

- The Emergency Planning Team could only react to intelligence that had been confirmed; much of the information received by South Kesteven was very accurate.
- Issues with drainage should be reported to Lincolnshire Highways and Anglian Water.

The Monitoring Officer raised further points as part of his presentation:

- A number of areas had street cleaning arranged for 8 January. A co-ordinated waste collection included skips, and additional waste and bulky waste items collection.
- Following the flooding officers repeatedly contacted displaced families, and undertook welfare checks where necessary.
- The Government announced funding for the flood recovery network on 6 January. Any residents or businesses that were eligible for grant funding from the Government were contacted on 12 January. Where there were no contact details for groups or individuals social media was used to spread the message. Support included:
 - Community Recovery Grant
 - Business Recovery Grant
 - Council Tax Discount
 - Business Rates Relief
 - Property Flood Resilience Repair Grant Scheme
 - Farming Recovery Fund
- By 26 January direct contact had been made with 6 businesses and 41 residents. In total £73,000 of funding had been accepted. The issue of government funding would be reviewed week commencing 25 March.
- Remedial works as part of the cleanup operation were completed on 8 February. The cleanup and work of the Waste Services team was well received and helped areas return to normal.
- A review into where sandbags would be stored would take place, alongside reviewing whether there were better alternatives, such as 'aquabags'.
- Officers had committed to undertake further training in future. Some will be logists, who will contribute to accurate information reporting.
- Flooding crossed several District Ward boundaries, so it was difficult to identify the most effective way to contact elected members. Text messaging groups could be investigated as part of any review; however, email forwarding was the favoured method of communication due to its ease – each member had a South Kesteven email account.
- Town and Parish Councils were encouraged to sign up for flood alerts, and to familiarise themselves with the LRF website and the implementation of emergency plans.

Further information was highlighted when summing up the report:

- Market Deeping managed to mitigate the flooding within the town. There were two alerts on the Government website related to the town. Officers were sent out to the area and built a profile in case the situation escalated. 140 filled sandbags were provided with another 80 available as a precaution.
- A 'business card' containing vital contact details could be created.
- To send sandbags into each village and town in the District would be an extremely costly exercise, a more targeted approach was suggested.
- Any member of the public could sign up as a volunteer and be trained to support emergency responders, the link was available on the LRF website. On the Government website any member of the public could sign up for flood warnings on mobile phones, emails or landline telephones.
- A host of vulnerable people would be contacted in emergencies through the Contact Support Group. This Group had a Memorandum of Understanding that could be shared in times of emergency.
- If sandbags had not been used then the towns and parishes could retain them for future use. If the sandbags had been impacted in any way by the flooding then they should be disposed of through SKDC. Usually sandbags have a lifespan of between 3-5 years.

Having been moved and seconded, and following a vote, it was **AGREED**:

1. That the content of the report be noted.
2. That the areas for improvement identified in the report be actioned by officers and incorporated into the Council's emergency planning procedures for any future incidents.
3. That the Joint Meeting recommend to Cabinet that a fund be made available for direct costs in relation to any emergency.
4. That a report be added to the Environment Overview and Scrutiny Committee workplan to investigate the options available to combat flooding in the future.

20. Any other business which the Chairman, by reason of special circumstances, decides is urgent

There was none.

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Minutes

Environment Overview and Scrutiny Committee

Tuesday, 19 March 2024, 10.00 am



SOUTH
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Council Chamber – South Kesteven
House, St. Peter's Hill, Grantham.
NG31 6PZ

Committee Members present

Councillor Ian Selby (Chairman)
Councillor Emma Baker (Vice-Chairman)

Councillor Gloria Johnson
Councillor Bridget Ley
Councillor Paul Martin
Councillor Paul Wood
Councillor Harrish Bisnauthsing
Councillor Richard Dixon-Warren
Councillor Tim Harrison

Cabinet Members present

Councillor Ashley Baxter (Leader of the Council)
Councillor Rhys Baker (Cabinet Member for Environment and Waste)
Councillor Philip Knowles (Cabinet Member for Corporate Governance & Licensing)
Councillor Rhea Raysia (Cabinet Member for People and Communities)

Officers

Karen Whitfield (Assistant Director Culture and Leisure)
Debbie Roberts (Head of Corporate Projects, Performance and Climate Change)
Ayeisha Kirkham (Head of Service – Public Protection)
Serena Brown (Sustainability and Climate Change Officer)
Charles James (Corporate Policy Officer)
Lucy Bonshor (Democratic Officer)

59. Public Speaking

There were no public speakers.

60. Apologies for absence

Apologies for absence were received from Councillor Charmaine Morgan, Councillor Murray Turner and Councillor Mark Whittington. These Members were substituted by Councillor Tim Harrison, Councillor Harrish Bisnauthsing and Councillor Richard Dixon-Warren.

An apology for absence was also received from the Cabinet Member for Environment, Councillor Patsy Ellis.

61. Disclosure of Interests

None disclosed.

62. Minutes from the meeting held on 13 February 2024

The minutes of the meeting held on 13 February 2024 were **AGREED** as a correct record.

63. Announcements or updates from the Leader of the Council, Cabinet Members or the Head of Paid Service

The Cabinet Member for Environment and Waste informed the Committee that the Witham and Sleaford Blue/Green Corridor project had been short listed for the prestigious UK River Award, which was awarded by the River Restoration Centre. The winners would be announced on 24 April at the UK River Prize Awards Dinner in Llandudno. The project encompassed four projects along the River Slea in Sleaford which enhanced and created new habitats and improved access to and along the river.

The Leader of the Council referred to the recent Council meeting where the removal of litter on the A1 had been discussed. Work was being done in the background but it was not straight forward and a recent health and safety risk assessment had been carried out for a stretch at Stoke Rochford and it was found to be unsafe to carry-out any litter picking. Dialogue was being carried out with the National Highways Authority to look at a co-ordinated approach.

The Assistant Director for Leisure, Culture and Place stated that it was a complicated issue and a further assessment of costs was required. The A1 was a dangerous road and safety was paramount.

The Chairman advised the Committee that he was altering the order of the agenda and that agenda items 7 and 9 were being swapped around. The next item would be the Greater Lincolnshire Nature Partnership Presentation.

64. Greater Lincolnshire Nature Partnership presentation

The Committee received a presentation from the Greater Lincolnshire Nature Partnership (GLNP) who gave an overview of the work that they did within Lincolnshire. They were one of 48 local nature partnerships within England and worked across 49 partners within the County to deliver better biodiversity.

The presentation was given by Charlotte Philips who was the Manager of the Greater Lincolnshire Nature Partnership (GLNP) and Luke Bamforth, Policy Officer.

The Committee received an overview of the work carried out by the GLNP on the following issues:

- Local Wildlife Sites and Local Geodiversity Sites system
- Ancient Woodland inventory
- Operation Water Vole
- Local Nature Recovery Strategy
- Policy work
- Local Environmental Records Centre
- Mapping

The GLNP partnered with 49 organisations which included all Councils in Greater Lincolnshire, Internal Drainage Boards, the Environment Agency, Anglian Water and locally within the community such as with the University of Lincoln, Lincolnshire Bird Club, Lincolnshire Bat group and a lot of other organisations. The GLNP was hosted by the Lincolnshire Wildlife Trust and they had an office within their building.

The GLNP had five full time employees and covered an area from the Humber to the Wash. The GLNP had a long history and had formed a bio-diversity partnership before the Government White Paper was introduced in 2011 which required Nature Partnerships to be formed.

One of the reasons that the GLNP was successful was that they hosted the Environmental Records Centre. In theory Nature Partnerships should be in every County however, this was not the case and often there wasn't a partnership or if there was, it was one person for one day a week.

Local Sites Systems covered local wildlife sites and local geodiversity sites and compiled data that the GLNP managed on behalf of South Kesteven and all other Councils in Greater Lincolnshire. The sites had to be of a certain standard which was recognised as good for bio-diversity. The sites were regularly monitored to see if they were doing well, if they were improving and whether they were under positive management. Although there was a lot of land within South Kesteven, a lot of the land was owned by land managers and farmers and therefore it was difficult to make sure the wildlife sites remained in a good state. However, there were opportunities for new sites to be created such as wetlands.

Operation Water Vole was then discussed which concerned the eradication of the American Mink which was an invasive species within the UK and preyed on the Water Vole. The GLNP was working in partnership with the Life Recovery Trust to fully eradicate the American Mink from Lincolnshire within the next two years. The American Mink had already been eradicated from Norfolk and Suffolk. It was hoped within five years the American Mink species would be eradicated from the whole country. Lincolnshire was a strong hold for the Water Vole due to the large number of drains and ditches which covered the area and once the Mink had been eradicated it was hoped that Lincolnshire would be a hub for the Water Vole within the whole country.

Another project was in respect of Ancient Woodland. A lot of work was being done compiling data and keeping it to date. Currently a desktop exercise was being carried out comparing old maps with aerial photography to identify ancient woodland. Once the desktop exercise had been completed fieldwork would be undertaken. When the last compilation was carried out in the 1980's anything under two hectares had not been considered and it was hoped that following the exercise new areas of ancient woodland would be found. Ancient woodland was an irreplaceable habitat, once it was lost it was gone for good and it was incredibly important.

The Local Nature Recovery Strategy was the main issue to come out of the Environment Act and every County within the UK was taking part. Lincolnshire County Council was responsible for the Strategy but a lot of the work was being undertaken by the GLNP due to the partnerships already in place looking at a plan to recover nature. Conservation was no longer enough and the UK was one of the most depleted countries in the world. The Local Nature Recovery Strategy was made up of a Statement of Biodiversity Priorities and also a Local Habitat Map.

Working Groups were held regularly with communities, businesses, environmental organisations, farmers and land managers as well as local planning authorities to discuss the priorities set out and to map all the information on local wildlife sites. Areas where direct nature recovery to connect landscapes and link them up was needed, to enable climate resilience and make a functioning ecosystem and direct bio-diversity net gain into the right places.

Members from South Kesteven were already involved and currently they were in the middle of engagement with lots of working groups. In person events with land managers and farmers were proposed to gather all the information and input it into the strategy. Consultation would be later in the year with the publication scheduled for March 2025. Although the Council had the responsibility to make the strategy there was no responsibility to fulfil the strategy. It was therefore up to the GLNP to deliver the content within the three to ten year timeframe until the Secretary of State indicated when the next Strategy would be compiled.

The Record Centre was then discussed. As South Kesteven was a partner, there was an open access to environmental records. The system was a fully automated on-line system which was very easy to use. An example was then given of how the system worked and the information that could be accessed.

Policy priorities were then discussed which covered:

Farming with nature – farming more sustainably

Being well with nature – research into how valuable nature was to mental and physical health and wellbeing

Planning with nature – special and strategic planning, consultation on local plans

Enjoying nature – projects enabling nature to be enjoyed such as the Lincolnshire bird trail which was being worked on with Visit Lincolnshire, Lincolnshire County Council, RSPB Lincolnshire and Lincolnshire Wildlife Trust.

Work had been undertaken with South Kesteven since the 2018 Local Plan and a statement of common ground was entered into on how the development of the environmental policy could help with the bio-diversity net gain data. Screening potential sites and how these were impacted. Looking at priority sites for diversity opportunities and how sustainable development can benefit the natural environment.

Other work considered the development of mapping tools and the use of GIS data and examples on bio-diversity mapping were given to the Committee on how these worked and what they could be used for.

Members of the GLNP were thanked for the interesting presentation and the information given and answered Members questions which covered production of strategies, access to the environmental data, the eradication of the American Mink, loss of habitat, the clearance of dykes and ditches and the effect on the Water Voles, networking with farmers and land Managers and river crayfish.

65. Draft KPI's

The Cabinet Member for Corporate Governance and Licensing presented the report which proposed the draft key performance indicators (KPIs) for the Corporate Plan 2024-27 to be monitored by the Environment Overview and Scrutiny Committee. The Cabinet Member for Corporate Governance and Licensing placed on record his thanks to Charles James, the Corporate Policy Officer and Debbie Roberts, Head of Corporate Projects, Performance and Climate Change for their work on putting the KPI's together.

It was important that the KPI's were agreed, adopted and monitored, however, they were not set in stone and could be changed if circumstances developed which necessitated a change. The KPI's would be reported to the Committee every six months with the Cabinet and Corporate Management Team meeting to discuss them every three months.

It was important that the KPI's were SMART (specific, measurable, achievable, relevant and time-bound). Some of the KPI's were subjective whilst other were objective. The Environment OSC had 12 actions.

A short discussion followed with references being made to waste collection, fly tipping and litter on the A1. One Member acknowledged what the Leader had stated earlier in the agenda, but felt that it was important that the issue with littering on the A1 and the sum of money that had been put aside was not forgotten or that the Council didn't do anything about the litter situation, he acknowledged that anything that was done needed to be carried out safely.

The Cabinet Member for Environment and Waste stated that they could not pre-empt what the final decision would be, but the cost for clearing the litter on the A1 was very likely to be in the region of £200,000+. The A1 was not unique and additional work was being carried out researching costs, unfortunately there was not an easy solution.

A further question was asked about emptying the litter bins on the A1 laybys.

Members were reminded that the Committee were there to confirm the draft KPI's before them. The recommendations contained in the report were proposed, seconded and **AGREED** with the inclusion of six months for an update.

Recommendation

That the Committee:

- 1. Confirms the draft key performance indicators (KPIs) as appended to the report associated with the actions in the Corporate Plan 204-2027.***
- 2. Notes that key performance indicators will be monitored by the Committee every six months.***
- 3. Notes that the KPI suite will be reviewed and if necessary revised as part of the annual review process.***

66. Environmental Crime Partnership

Members received a presentation from Ayeisha Kirkham, the Chair of the Lincolnshire Environmental Crime Partnership (LECP) who was also the Council's Head of Service (Public Protection) on the Lincolnshire Environmental Crime Partnership Annual Report for 2023 and the work undertaken by the LECP.

Ms Kirkham had been the Chair of the LECP since November 2020.

The Vice-Chair was Stuart Hoyle who was a Waste Crime Engagement Specialist at the Environment Agency.

Communications Lead was Molly-Mae Taylor who worked at South Kesteven Secretarial Support was undertaken by Paige Monaghan from PCC Andrew Beaver was the LECP Chairman of the Enviro Crime Officers Working Group (Community Safety Manager at South Kesteven)

Members were informed of the beginning of the partnership which started in 2019 when the Police Crime Commissioner (PCC) got a group of partners to sign a pledge to work together to tackle fly tipping. Fly tipping was raised frequently at meetings including the Lincolnshire Safer Partnership as it was a crime and something that needed to be addressed. At this time, although actions and plans had been made, due to Covid, projects weren't progressed.

The catalyst for the formation of the LECP was Summer 2020 when fly tipping had increased and there had been large scale fly tipping on farmland at Norton Disney and Leadenham in North Kesteven and also in Fulbeck at Pottergate Road within South Kesteven. The Committee were informed that at a recent Cabinet meeting a Public Space Protection Order had been put in place at Pottergate Road where a gate had been erected across the road to restrict access.

The Council had a responsibility to remove fly tipping on public land but not on private land and the 40 tonne fly tipping instances had massive financial implications for the farmers concerned also at a time when Covid restrictions still applied. Following the instances of the fly tipping at North and South Kesteven and the partnership working that followed between North and South Kesteven, the Police and the Environment Agency the Strategic Officers Waste Group and Lincolnshire Waste Partnership were approached to see if an Environmental Crime Partnership could be established. It was agreed that the Lincolnshire Environmental Crime Partnership could be established which reported to the Lincolnshire Waste Partnership, other partners also kept watch on the work of the LECP such as the Safer Lincolnshire Partnership.

The partnership was formed in November 2020 and had a Terms of Reference, Action Plan and an Information Sharing Agreement, which was one of the first in the Country and had been written by the Police and was seen as Best Practice. The Partnership consisted of a wide range of partners not just regulatory partners (Local Authorities) but representatives from land owners and other partners impacted from environmental crime

An Environmental Crime Officers Working Group had also been established which fed into the LECP and received presentations from other bodies such as Lincolnshire Legal Services and the use of Section 108 of the Environment Act 1995.

The aim of the partnership was to:

“To reduce and prevent fly tipping across Lincolnshire, by bringing all relevant agencies together and working in partnership.

To seek to find new and innovative methods for closer working, both operationally and strategically.”

Members were referred to the link within the report which would take them to the Environmental Crime Partnership Annual Report which sat within the officer for the Police and Crime Commissioner website under the tab for transparency and the page on environmental crime.

Ms Kirkham then spoke about the Annual Report 2023.

Membership of the Lincolnshire Environmental Crime Partnership was wide ranging and included the District Councils within Lincolnshire together with other

organisations such as Lincolnshire Police, Humberside Police, Lincolnshire Fire and Rescue, the Forestry Commission, the Ministry of Defence, Lincolnshire Police & Crime Commissioner, the National Trust, National Farmers Union, Country Business and Land Association, Witham and Humber Drainage Boards and the Driver & Vehicle Standards Agency. There were 23 members of the LECP.

The work of the partnership was promoted widely with members of the partnership giving presentations at events such as the Environmental Services and Solutions Expo in Birmingham.

One of the ambitions of the partnership was to share best practice and the Chair and Vice-Chair of the LECP had been involved in the National Fly Tipping Prevention Group which had resulted in the development of the Fly Tipping Partnership Framework which included Best Practice from the LECP. Regular meetings of the LECP were held at least quarterly with speakers who came in to give presentations such as the Probation Service and the Environment Agency Chief Scientist Group.

To help raise awareness representatives from the LECP also attended the Lincolnshire Show (2023) and held a competition to which school children investigated a fake fly tipping incident. Leaflets, posters and information were all available with contact details for the specific areas. It was hoped to continue the engagement by attending again in 2024. It was important that people knew how to report fly tipping and it was raising this awareness and that everybody had a duty of care to dispose of their waste responsibly.

Ms Kirkham then spoke about communication as a partnership and the purpose built messages that went out across Lincolnshire at key times. Good news stories involving prosecutions, enforcement actions were also shared and more of a social media presence was being carried out with a dedicated LinkedIn page and a possible Facebook page in the future.

The presentation was concluded with what the ambitions of the LECP were for the year ahead and what the LECP would be focusing on. Reference was made to Operation Asgard which dealt with the seizure of vehicles involved in waste crime and it was also proposed for more social media presence as well as data capture across Lincolnshire and to continue to attend various events throughout the year to raise awareness.

The Chairman thanked Ms Kirkham for the presentation and indicated a short adjournment would take place before questions.

(11:55 – 12:04 a short adjournment took place)

Following the adjournment questions were raised in respect of the household waste collection sites and whether the reduction in these sites contributed to fly tipping. It was stated that fly tipping generally had increased since Covid and there were

multiple reasons for this. Unfortunately, due to the rurality of Lincolnshire waste criminals often exploited this especially with vulnerable people.

More discussion followed in relation to the household waste centres and when they were open with some requiring an appointment to be made before waste could be disposed of. Members were reminded that the household waste collection sites were the responsibility of Lincolnshire County Council not the District Council, it was the County Council who stipulated the opening times.

Further discussion followed with reference being made to the centres at Bourne and also the trial waste collection that had previously happened in Stamford which had now been removed. A recommendation to Cabinet was put forward to reinstate Saturday morning collections in the Cattle Market Car Park at Stamford for a trial period which was seconded.

The Cabinet Member for the Environment and Waste stated that the reintroduction of a household waste collection point in Stamford had been raised recently by another Member and the response from the County was that the collection would not be reinstated at Stamford. Any additional collections would have a significant cost to the District Council waste was collected on behalf of the County Council who were the responsible body for its disposal.

More dialogue followed in respect of fly tipping and reporting it and also the household waste collections in Stamford and Bourne. Following the recommendation that Saturday morning collections for household waste be reinstated in the Cattle Market Car Park at Stamford for a trial period an amendment was proposed that an investigation into the costs and logistics of reinstating a Saturday collection in the Cattle Market Car Park at Stamford be carried out and this was seconded. On being put to the vote the recommendation was **AGREED**.

Recommendation

That the Cabinet be asked to investigate the costs and logistics of reinstating a Saturday morning household waste collection service for a trial period in the Cattle Market Car Park at Stamford.

67. Tree and Woodland Strategy

The Cabinet Member for Environment and Waste presented the report which concerned the South Kesteven District Council Trees and Woodlands Strategy 2024 – 2034. A considerable amount of work had gone into the document following the approval of previous documents: The Council's Tree Guidelines for the Management of Trees in South Kesteven which was approved on 17 September 2019 and also the Local Government Charter for Trees, Woods and People which was approved at Cabinet on 12 November 2019. The Council had identified the need to take further action with regards to enhancing and protecting the trees of the whole district, as well as those directly managed by the Council.

A workshop on the proposed Trees and Woodlands Strategy was held on 18 January 2024 to which all Members had been invited. The workshop was led by Treeconomics, who were appointed to lead on the development of the new strategy. A separate workshop was held for parish councillors and environmental stakeholders as identified by officers that same day. A three week public consultation followed which received 919 responses, one of the highest responses to any consultation undertaken by the Council in the last 18 months.

Trees played a vital role and contributed to habitat for wildlife, shade for crops and livestock, they reduced the risk of flooding and helped with poor air quality. Lincolnshire had one of the lowest levels of tree cover in England, at 5.67% compared to an average for England of around 10%.

The aims of the Trees and Woodlands Strategy were:

- To set out the current level of tree canopy cover in the district
- To highlight main areas of opportunity to enhance trees and woodlands
- To set out what role the Council as local authority can play in facilitating that alongside key partners

The Strategy was made up of four separate documents:

- Trees and Woodlands Strategy Introduction and Vision
- Trees and Woodlands Strategy Targets and Priorities
- Trees and Woodlands Strategy Action Plan
- Trees and Woodlands Strategy Appendices

Following recommendations from the Environment OSC a new Tree Officer post had been established for the 2024/25 financial year, in order to deliver on the Council's work on trees on land within the ownership of South Kesteven District Council as well as to deliver on the actions of the draft Tree and Woodland Strategy.

Members discussed the draft Tree and Woodland Strategy with comments being made in respect of the amount of land that was available to plant trees having regard to clean energy and the use of solar panels, agriculture and the demand for housing. Green spaces were disappearing rapidly and did the new strategy link with the new Local Plan being compiled.

It was stated that getting the right balance was essential and work was being done to make sure that the draft document did not supersede or undermine what was already in place. Further discussion followed on proposed developments within the district specifically the development at the Prince William of Gloucester Barracks which contained a large number of trees and Members expressed concern about how these could be retained.

The Chairman expressed his thanks in relation to the new Cherry Tree that had been situated on Melbourne Road, Grantham. He thanked those officers present for their work in moving the tree and also made reference to including hedgerows within the work programme of the OSC.

The recommendation contained within the report was proposed, seconded and **AGREED**.

Recommendation:

That the Committee:

Recommends the new South Kesteven District Council Trees and Woodlands Strategy 2024 - 2034 to Cabinet for approval.

68. Update on Climate Change Reserve fund

Before presenting the report, the Cabinet Member for Environment and Waste referred to the recent joint meeting that had taken place between the Environment OSC and the Rural and Communities OSC which had discussed the Council's response to Storm Henk. It was noted that the Council had taken a very proactive response to Storm Henk and it was also noted that what had historically been considered as "freak" events were now becoming increasingly frequent and that proper prevention was cheaper and less disruptive to residents than on going reactive responses.

As part of the Council's declaration on Climate Emergency, a carbon reduction target of at least 30% of the Council's own operations had been agreed by 2030 and the Committee received annual updates.

A Climate Action Reserve Fund of £300,000 had been established within the 2023/24 financial year to proactively work towards the target. Good progress had been made in reducing the Council's carbon emissions, but further investment was required across the various areas of the Council in order for a continued reduction to be sustained. The Council also needed to respond proactively to the sharp increase in utility costs (electricity and gas). Targeted upgrades had been made to reduce on going utility costs and to sustain a significant reduction in carbon emissions.

Projects with a financial payback had been chosen which gave value for money for Council Tax payers.

The report detailed those projects that had been confirmed and those planned which included the installation of pool covers at Bourne and Stamford Leisure Centres to reduce heat loss which was a significant reduction in their operational costs and a significant improvement in related carbon emissions.

Other projects included the upgraded of LED lighting to the 3G football pitch at the Grantham Meres Leisure Centre and the installation of upgraded energy efficient LED lighting to the sports halls at the Grantham Meres Leisure Centre. Energy reductions and cost savings would be carefully monitored once the projects were completed and carbon emissions and energy efficiency initiatives would be reported later in the year.

Savings within the report were briefly discussed and a question asked about a pool cover for Grantham Meres Leisure Centre. It was stated that currently information about the Grantham Meres Leisure Centre couldn't be discussed at the meeting, but information could be given to the Committee after the meeting.

The Vice-Chairman of the Environment OSC then gave a speech advocating the topping up of the Climate Change Reserve Fund. It was not just an investment but a commitment. Climate change posed an existential threat to the planet with extreme weather, rising temperatures, flooding, the loss of bio- diversity which was affecting eco systems. Action was required from all sections of the society including the Council and by replenishing the Climate Change Reserve Fund annually showed the Council's commitment to mitigating climate change impacts and moving towards a more sustainable low carbon future. The fund was crucial for financing initiatives that aimed to reduce greenhouse emissions and invested in renewable energy infrastructures and showed that the Council was serious about confronting climate change head on and the cost of inaction out weighted the investment required to safeguard communities. She asked the Committee to support a recommendation for annually replenishing the Climate Change Reserve Fund.

A brief discussion on ideas followed and it was stated that any ideas should be communicated to the Cabinet Member for Environment and Waste.

A comment was made in respect of current reserve and any carry over. It was confirmed that any unspent funds would be carried over to the next year. Clarity was sought in respect of the figure and it was confirmed that the Committee were recommending that the Climate Action Reserve Fund to be topped up annually.

The recommendations as outlined within the report were proposed and seconded and unanimously **AGREED**.

Recommendation:

That the Environment OSC

- 1. Notes the updates and projects funded to date utilising the Climate Change Reserve Fund.***
- 2. Recommends that the Reserve balance of the Climate Change Reserve Fund is replenished annually following the review of the financial Outturn 2023/24.***

69. Update on Home Energy Upgrade Scheme

Members received an update from the Cabinet Member for Environment and on the main outcomes of the Home Energy Upgrade Scheme project to upgrade eligible private properties in the district with energy efficiency measures.

The UK had some of the oldest housing stock in Europe and this had been recognised by South Kesteven District Council to upgrade the housing stock to make the houses more energy efficient and reduce heat loss to make them safe, suitable and comfortable for their inhabitants.

In February 2021 the Government published its latest fuel poverty strategy and following its publication the Sustainable Warmth Competition for local authorities was launched for local authorities bringing together two distinct fuel poverty funding schemes: Local Authority Delivery Phase 3 (LAD3) and Home Upgrade Grant Phase 1 (HUG1). The funding offered to local authorities was to support households living in energy inefficient homes to support low carbon heating upgrades. The report updated the Committee on the main outcomes of the scheme, the Home Energy upgrade scheme. To maximise the outputs of the scheme South Kesteven District Council worked in partnership with North Kesteven, West Lindsey and the City of Lincoln to deliver the project and get best value for money, as the Central and South Lincolnshire Consortium.

At the close of the scheme within South Kesteven a total of 49 properties were upgraded with one or more energy efficient measures.

Following the scheme an opportunity was identified to provide some more specific and tailored support to Lincolnshire residents around home energy efficiency and successful bid was submitted.

Further funding via the next round of the Home Upgrade Grant scheme (HUG2) had been secured and would be delivered on the same consortium basis with West Lindsey being the lead authority.

The Sustainability and Climate Change Officer stated that the report was for information only and that the promotion of on-going schemes to residents by Members would be welcomed.

A discussion on the report content followed with questions/comments being made about the following:

- The decision to only go to E, F & G EPC rated properties not D which had meant that funding had been returned as it had not been used, could this not have been used for D properties?
- It was noted that one of the challenges of the scheme was finding E, F & G EPC rated properties. Band D properties were currently the national average and the aspiration was to increase these properties to a band C by 2030 nationwide. Finding properties E, F & G was difficult. The terms and policy of

the scheme was set by the Government; the Department for Energy Security and Net Zero (DESNZ) as it was now known. The Council delivered the scheme according to the terms set. The terms had been changed for the LAD element and the HUG element regarding band D properties and through LAD3 more band D properties had been delivered. The focus had been on properties which had the most need which were E, F & G EPC rated properties.

- It was confirmed that HUG1 funding was closed but HUG2 was currently being delivered which targeted low income properties which were did not have gas central heating.
- The Council had a role in delivering ECO4 funding which was available for properties with gas heating and was branded under the Home Energy Upgrade Scheme.
- Solar Panels could be part of an upgrade scheme but each property had to undergo a survey to find the most efficient energy upgrade for that property.
- It was noted that funding for the ECO4 scheme was not allocated directly to a local authority, it came from energy companies, the small part that the Council played was in respect of verifying the eligibility of some residents.
- Listed properties remained difficult to upgrade, for example consent was always required for solar panels to be added.

The Sustainability and Climate Change Officer stated that she was happy to circulate information to the Committee after the meeting on the funding available and where to access it.

Members noted the report.

➤ **Action**

That the Committee be circulated with information on the current funding available in respect of accessing home energy upgrades.

70. Work Programme 2023 - 2024

The following items to be included on the Work Programme:

- September/October - An update on flooding following the joint meeting of the Environment OSC and the Rural and Communities OSC held on 18 March 2024.
- KPI's relevant to the Environment OSC to be reported to the Committee every six months.
- Items for the June meeting of the Committee date TBC:
 - Air Quality
 - Animal Welfare
 - Disposal of Vapes
 - National Hedge Laying Association

71. Any other business which the Chairman, by reason of special circumstances, decides is urgent

As this was the last meeting before the Council AGM in May, the Chairman thanked all Committee Members, Cabinet Members and Officers for their contributions to the meetings of the Environment OSC during the past year. He also thanked the Democratic Service Officers for their support.

72. Close of Meeting

Meeting closed at 13:10.

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Action Sheet

Environment Overview and Scrutiny Committee – Actions from meeting of 19 March 2024

Min no	Agenda item	Action	Assigned to	Comments/Status	Deadline
69	Update on Home Energy Upgrade Scheme	That the Committee be circulated with information on the current funding available in respect of accessing home energy upgrades.	Serena Brown (Sustainability and Climate Change Officer)	Email sent to Committee Members by Democracy on 14 May 2024.	Complete

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SOUTH
KESTEVEN
DISTRICT
COUNCIL



Environment Overview and Scrutiny Committee

Tuesday, 4 June 2024

Report of Councillor Councillor Phillip Knowles, Cabinet Member for Corporate Governance and Licensing

Animal Welfare Policy

Report Author

Heather Green, Licensing Manager

✉️ Heather.green@southkesteven.gov.uk

Purpose of Report

This report provides an updated draft of the new Animal Licensing Policy following the receipt of further legal advice.

Recommendations

That the Committee:

1. Provides a recommendation to Cabinet for approval of the updated South Kesteven District Council Animal Welfare Policy.
2. Approves a recommendation to Cabinet that the Deputy Chief Executive, in consultation with the Cabinet Member for Corporate Governance and Licensing, be delegated to make minor amendments to the Policy, such as legislative updates, which may become necessary from time to time to ensure its continued accuracy, but do not affect its direction or intent.

Decision Information	
Does the report contain any exempt or confidential information not for publication?	No
What are the relevant corporate priorities?	Enabling economic opportunities Effective council
Which wards are impacted?	All Wards

1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, staffing, community safety, mental health and wellbeing and the impact on the Council's declaration of a climate change emergency, the following implications have been identified:

Finance

1.1 There are no direct financial implications associated with the recommendations in this report. The costs associated with delivering the Licensing service are recovered through licensing fees which are reviewed annually by the Council.

Completed by: Richard Wyles, Deputy Chief Executive and s151 Officer

Legal and Governance

1.2 Whilst each individual licensing application or enforcement decision will be judged on its own merits, a Policy ensures a transparent and consistent approach to licensing that will reduce the opportunity for challenge through the Courts. Any departure from the Policy should be based on material evidence and documented giving clear and compelling reasons.

1.3 Legal advice has been sought in the development of this Policy, details of which are referenced in the main body of the report.

Completed by: Graham Watts, Monitoring Officer

Diversity and Inclusion

1.4 An initial equality impact assessment has been undertaken and is at Appendix 2. This has been reviewed (January 2024) following the consultation and it has not identified any significant negative impacts.

Completed by: Heather Green, Licensing Manager

Community Safety

1.5 The draft Policy outlines conditions and standards for all businesses and relevant individuals seeking a licence under the Animal Welfare legislation outlined in the Policy. This Policy sits alongside the Authority's wider legislative requirements and integration with other guidance, strategies and policies.

Completed by: Ayeisha Kirkham - Head of Public Protection

2. Background to the Report

2.1 The policy covers the licensable activity of Animal Welfare, setting out the principles the Council will use when dealing with animal related licensing matters. Currently, the Council issues animal welfare licences in accordance with the Regulations but does not have a policy providing a framework to support this.

2.2 There is no statutory requirement for a local authority to adopt an Animal Welfare Policy. However, the adoption of an Animal Welfare Policy ("the new Policy") will give clarity to applicants, partner agencies and the public.

2.3 The purpose of animal licensing is to protect animals and ensure their health and wellbeing. As well as providing protection for the public and those using the licensed facility, within the terms of the relevant Acts and legislative Guidance. A policy provides a framework for Officers and Members to enable consistent decision making and transparency.

2.4 During the initial presentation to Environment Overview & Scrutiny Committee on 13 February 2024 a public speaker raised concerns regarding;

- a) The lack of definition relating to relevant convictions.
- b) Using the licensing regime for other purposes, namely, to implement safeguarding for children and vulnerable persons (which have their own legislation, protection and enforcement regimes).
- c) No reference in the policy or definition of fit and proper persons.
- d) Requiring a licence holder to report a matter listed at 7.5 within 5 days appearing to over-reach the Councils powers and too widely drafted.

2.5 Following the meeting, the member of the public raised further concern re the process relating to;

- e) The process relating to the completion of the Equality Impact Assessment.
- f) Confusion regarding Data Barring Service (DBS) requirements and its legality.

3. Key Considerations

3.1 To address the concerns outlined above, legal advice was received from Legal Services Lincolnshire. Following receipt of the advice, updates have been made as follows:

- a) A definition of relevant convictions has been added.
- c) Reference to a “fit and proper person” has been added into the policy and confirmation of how the authority interpret this, in the absence of a legal definition.

3.2 With regard to the following concerns:

- b) Local Authorities have a duty to consider the safeguarding of vulnerable adults and children regardless of whether they have been dealt with under the justice system. For clarity, this requirement is specifically referenced in 1.9 (of the policy). It is advised, on this basis, that reference to the safeguarding of adults and children is not removed from the draft policy.
- d) Legal advice outlined that the Council should widen the definition under 7.5 (of the policy) to include cautions, warnings and including allegations of involvement in criminal activity, given the Licensing Authority’s safeguarding and other legal obligations. Advice received also considered that a five day window to report a matter listed at section 7.5 of the policy does not overreach the Council’s powers and should therefore be retained in the draft policy.
- e) The completion of the Equality Impact Assessments followed current practice and was reviewed in line with SKDC’s existing guidance after the consultation.
- f) A DBS requirement (basic or enhanced check) is not detailed within the draft policy, therefore this aspect has not been considered further.

3.3 The updated draft policy is provided at Appendix 1, with amendments proposed in blue. The proposed amendments have been included following the receipt of legal advice and wider policy review to add further clarity, such as referencing the Rehabilitation of Offenders Act 1974 and how convictions deemed spent under the Act will not be a material consideration of an application.

4. Other Options Considered

4.1 That an Animal Welfare Policy is not necessary, and that the Authority should continue to provide the animal welfare licensing provision in the current manner.

5. Reasons for the Recommendations

5.1 A new Animal Welfare Policy would support the Authority in fulfilling its statutory duties associated with Animal Welfare Licensing, providing guidance to the public and for both Officers and Members when decision making.

6. Consultation

6.1 The new Policy was considered by Environment Overview and Scrutiny Committee on 3 October 2023 who approved it for consultation. The Licensing Committee reviewed the draft policy on 17 November 2023 and no amendments were recommended. The Environment Overview and Scrutiny Committee considered the consultation report at its meeting on 13 February 2024.

7. Background Papers

7.1 [Environment Overview and Scrutiny Committee Report and minutes - Tuesday, 3rd October, 2023, 10.00 am | South Kesteven District Council](#)

7.2 [Environment Overview and Scrutiny Committee Report and minutes - Tuesday, 13th February, 2024, 10.00 am | South Kesteven District Council](#)

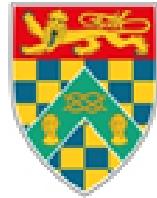
7.3 [Current Animal welfare licensing information on website](#)

8. Appendices

8.1 Appendix 1 – Animal Welfare Policy

8.2 Appendix 2 – Equality Impact Assessment

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SOUTH
KESTEVEN
DISTRICT
COUNCIL

Animal Licensing Policy

2024

DRAFT

Version	Stage	Date
V1 (draft)	Environment Overview and Scrutiny Committee (approve for consultation)	03 October 2023
	Environment Overview and Scrutiny Committee (following consultation)	13 February 2024

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Executive Summary

This policy covers the licensable activity of Animal Welfare. The legislation covers activities aimed at protecting animals and makes it an offence for any person to possess, own or keep animals in order to carry out certain businesses and sets standards of care. The possession of certain animals or animal related activities within the District of South Kesteven, must be licensed by the Council.

Animal Licensing is controlled in accordance with legislation. Together this legislation provides a scheme of animal welfare and licensing requirements.

This policy will be reviewed every five years but will remain in force beyond this time if no significant changes are required. In the interim, minor amendments to the policy, such as legislative updates, which may become necessary from time to time to ensure its continued accuracy, but do not affect its direction or intent may be made in accordance with delegated authority.

Decisions taken by the Licensing Authority regarding the determination of Animal Licences will aim to promote the Corporate objectives.

Each application will be determined on its own merits. Decisions can be taken by Officers using delegated powers.

Nothing in this document will bind the Council to a particular course of action, and we will continue to consider each licence application on its merits. Similarly, this policy does not take precedence over any statutory provisions or guidance, or established case law.

Where relevant, the Licensing Authority will consult with other authorities, local people and Members of the Council with their opinion heard through public consultation on this policy and by making representations.

Enforcement of the legislation is a requirement of the Act and is undertaken by the Licensing Authority. This policy describes the Licensing Authority's enforcement principles and follows the principles of the Council's overarching Enforcement Policy.

1. Introduction

- 1.1 South Kesteven District Council is one of seven districts in Lincolnshire with a population of approximately 143,400¹. Two thirds of people live in the four main market towns of Grantham, Stamford, Bourne and the Deepings with the remaining third living in one of over 80 villages and hamlets. With an area of 365 square miles, it is one of the largest districts in the county.
- 1.2 South Kesteven District Council, (hereinafter referred to as the 'Licensing Authority'), is responsible for the licensing of animal welfare activities under various legislation:
 - The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018.
 - Dangerous Wild Animals Act 1976.
 - Zoo Licensing Act 1982.
 - Animal Welfare Act 2006.
- 1.3 The Regulations replace previous licensing and registration regimes under the following legislation:
 - Pet Animals Act 1951.
 - Animal Boarding Establishments Act 1963.
 - Riding Establishments Act 1964 & 1970.
 - Breeding of Dogs Act 1973.
 - Breeding and Sale of Dogs (Welfare) Act 1999.
 - Performing Animals Act 1925.
- 1.4 This policy sets out the principles the Council will use when dealing with animal related licensing matters. The purpose of animal licensing is to protect animals and ensure their health and wellbeing as well as providing protection for the public and users of those licenced within the terms of the relevant Acts and legislative Guidance.
- 1.5 This policy will cover the following activities for which the Licensing Authority issue licences:
 - Animal boarding establishment licences.
 - Horse riding establishment licences.
 - Pet shop licences.
 - Dangerous wild animal licences.
 - Dog breeding establishment licences.
 - Keeping or training animals for exhibition.
 - Zoo licences.
- 1.6 In preparing this policy statement the Licensing Authority has consulted with those listed below and taken in account the views of all the appropriate bodies and organisations who responded:

¹ <https://www.ons.gov.uk/visualisations/censuspopulationchange/E07000141/>

- The Chief Constable of Lincolnshire Police.
- Lincolnshire Fire and Rescue Authority.
- Lincolnshire Highways Department.
- Town Councils – Stamford & Bourne.
- The public.
- Showman's Guild (Mid Lent Fair)
- Market Traders
- Current licence holders.
- Departments within South Kesteven District Council:
 - Planning
 - Environmental Health - Public Protection (Health & Safety).
 - Public Protection (Environmental Protection).
 - Legal Services.

1.7 Each licence type has its own application process and requirements that the Licensing Authority needs to take into consideration before determining a licence. Details on how to apply for a licence can be found on the Licensing Authorities website www.southkesteven.gov.uk.

1.8 The Acts, Regulations and Statutory Guidance state the criteria which must be satisfied before a licence is granted. Where the relevant licensing officer/inspector is not satisfied that the relevant legal requirements are met, or where a veterinary surgeon has raised concerns that the legal requirements or standards are not met or are unlikely to be met, the applicant for the licence will be notified.

1.9 In undertaking its licensing function, the Licensing Authority is also bound by other legislation, therefore, this Policy should be read in conjunction with this legislation:

- Section 17 of the Crime and Disorder Act 1998 – which imposes a duty on every Local Authority to do all that it reasonably can to prevent crime and disorder in its decision-making process. The duty now extends to anti-social behaviour, substance misuse and behaviour adversely affecting the environment.
- **Children Act 2004 and the Care Act 2014 in relation to safeguarding legislation for the protection of children and vulnerable persons.**
- The European Convention on Human Rights, which is given effect by the Human Rights Act 1998, which places a duty on public Authorities to protect the rights of individuals in a variety of circumstances.
- The Provision of Services Regulations 2009 to ensure requirements are:
 - i. Non- discriminatory.
 - ii. Justified by an overriding reason relating to the public interest.
 - iii. Proportionate to that public interest objective.
 - iv. Clear and unambiguous.
 - v. Objective.
 - vi. Made public in advance, and
 - vii. Transparent and accessible.

- Disability and age discrimination legislation. South Kesteven District Council is committed to the implementation and application of this policy in such a manner as to ensure that no applicant or other person is treated less favourably on grounds of sex, marital status, race, nationality, ethnicity, national origin, colour, disability or age; nor is disadvantaged by the application of a rule, condition or requirement which has a discriminatory effect, which cannot be justified either in street trade licence terms or as a requirement of law.

2. Integrating other Guidance, Policies and Strategies

- 2.1 The Authority may implement government guidance, such as the House of Lords – Delegated Powers and Deregulation Enforcement Concordat (Twenty-Eighth Report) and internal polices, strategies and initiatives that may impact on the activity within the remit of this policy statement. Subject to the general principles of this policy statement, the officers and/or committee may have to have regard to them when making licensing decisions.
- 2.2 By consulting widely prior to this policy being published and working with our partners at all levels, it is hoped this will generate an alignment between this policy and any that may be developed by partner agencies.
- 2.3 In reaching a decision of whether to grant an animal licence, the Licensing Authority will take account of any non-compliance with other statutory requirements brought to its attention. Non-compliance with statutory requirements may demonstrate that the proposed activity or that the management of such is not appropriate to protect either the animal(s) welfare or the public from harm or nuisance.

3. Policy objectives

- 3.1 This policy is designed to ensure that:
 - Any person who carries on, attempts to carry on or knowingly allows a licensable activity to be carried on, holds a licence in accordance with the relevant legislation.
 - The licence holder is not disqualified from holding a licence in accordance with the requirements of the relevant legislation.
 - The five overarching principles of animal welfare (known as the “five needs”) introduced by the Animal Welfare Act 2006 are upheld in any decision.
 - The safeguarding of any children or vulnerable persons in contact with a licensable activity is ensured, in accordance with relevant legislation.
 - Each application is considered on its own merits.
 - Decisions by the Licensing Authority are transparent and consistent.
- 3.2 In addition, the Licensing Authority will base its licensing regime on the following principles which arise from the responsibilities arising under the Animal Welfare Act 2006:
 - Responsibility to protect the welfare of all fellow creatures.

- Ensuring the welfare of domestic or captive animals by implement appropriate standards that promote the “five needs”.
- Ensuring that those responsible for the management of animal welfare observe recognised standards of good practice.
- Ensuring that, so far as it falls within its powers, the requirements of all animal related legislation is rigorously and pro-actively enforced.

3.3 The “Five Needs” were introduced by the Animal Welfare Act 2006, it introduced the five overarching principles of animal welfare;

1. The need for a suitable environment

By providing an appropriate environment, including shelter and a comfortable resting area.

2. The need for a suitable diet

By ready access, where appropriate, to fresh water and a diet to maintain full health.

3. The need to be able to exhibit normal behaviour patterns .

By providing sufficient space, proper facilities and the company of an animal of its own kind, where appropriate

4. Any need to be housed with, or apart from, other animals.

By providing the company of an animal of its own kind, where appropriate

5. The need to be protected from pain, suffering, injury and disease.

By prevention or rapid diagnosis and treatment and ensuring conditions and treatment which avoid mental suffering.

4. Licensable Activities

The Animal Welfare (licensing of Activities Involving Animals) (England) Regulations 2018

4.1 The Regulations came into force on 1st October 2018 and have an impact on establishments licensed under previous animal health legislation. The following require to be licensed:

- Animals for exhibition.
- Catteries.
- Dog day care.
- Dog breeders.
- Home boarders.
- Kennels.
- Pet Shops.
- Riding Establishments.

4.2 A licence is required when any of the licensable activities outlined in Schedule 1 of the Regulations are undertaken. These are:

- Selling animals as pets (Part 2).

- Providing or arranging for the provision of boarding for cats or dogs (including the provision of boarding for cats; kennels for dogs; home boarding for dogs; or day care for dogs (Part 3).
- Hiring out horses (Part 4).
- Breeding dogs (Part 5).
- Keeping or training animals for exhibition (Part 6).

Dangerous Wild Animals Act 1976

4.3 This legislation requires that a licence to keep certain animals considered wild, dangerous or exotic. A full list of the animals is outlined in [The Dangerous Wild Animals Act 1976 \(Modification\) \(No.2\) Order 2007 \(legislation.gov.uk\)](https://www.legislation.gov.uk).

4.4 The Licensing Authority does not support the licensing of primates under the Dangerous Wild Animal Act 1976 as 'pets' living in domestic premises. Primates are dangerous and highly intelligent animals with complex needs that cannot be met in a home environment. Consideration will be given to applications for animal sanctuaries where it can be evidenced that there is no intention to breed or allow the primates into a home environment.

4.5 The position in 4.4 supports The Animal Welfare (Primate Licences) England Regulations 2023, which will come into effect on 6 April 2026. This regulation will require zoo-level welfare standards to enable a primate to be kept in a private setting.

Zoo Licensing Act 1981

4.6 The legislation outlines requirements for a licence to keep wild animals which are displayed to the public for at least 7 days a year, in a place that is not a circus or a pet shop.

5. Who can apply ?

5.1 In accordance with the Regulations, any individual who carries on a licensable activity will be designated as the 'operator' of the business and can apply for a licence, providing they are not disqualified from holding a licence in accordance with the Regulations.

5.2 Each licence type has its own application process and requirements that the Licensing Authority takes into consideration before determining a licence. Details on how to apply for a licence can be found on the Council's website but must be made in writing on the relevant application form.

5.3 The Licensing Authority will consider how the applicant intends to operate their business as they will be assuming responsibility for the welfare of animals, either their own that are being used in the running of their business, or customers animals that they are caring for. [The 2018 regulations set out a number of](https://www.legislation.gov.uk)

conditions that the licence holder will need to comply with, and we will be looking for the following when considering the application:

- (a) **Applicant's Experience:** Confidence in the ability to handle and control an animal and a clear demonstrated knowledge of its welfare needs are a paramount consideration and form part of the conditions in law. Experience over years and/or qualifications will be taken into account.
- (b) **Premise Suitability:** This not only means the condition and security of the premises as a whole but includes any areas in which animals are to be contained. With a view to ensure the sizes of such areas comply with or exceed minimum sizes set out in the Regulation
- (c) **Recording and Storing Information/Records:** Before a premise is inspected, Officers would expect to see templates of client's forms, policies and procedures for the operation of the business that pay particular attention to the record keeping requirements set out in the Regulations including the operator and staff (if employed) development. Future inspections will require the licence holder to produce complete records for the period since the previous licence application/renewal and must be available for inspection upon request.

~~In addition to the considerations outlined, the Licensing Authority will take into account whether the person proposed to be the operator of the activity can demonstrate that they have:~~

- ~~• The right to work in the United Kingdom.~~
- ~~• No relevant convictions, that impacts on their suitability to hold a licence.~~
- ~~• Not been disqualified from holding a licence.~~

5.4 An applicant will be granted a licence if the Licensing Authority is satisfied that the licence conditions will be met. In considering this, the Council will take into account whether the applicant is a fit and proper person to be the operator of the activity.

5.5 Legislation does not define the term "fit and proper person" and this policy does not attempt to provide such a definition. The Licensing Authority may consider any issue it deems relevant when making its determination.

5.6 As the term fit and proper is not defined in legislation, the Licensing Authority will consider a "fit and proper person" to be an individual who can demonstrate upon application that they have:

- The right to work in the UK;
- No relevant convictions
- Not been disqualified from holding a licence (by means outlined in the policy);
- The knowledge, experience, compliance history and ability to comply with licence conditions and safeguard the welfare of animals in their care.
- Made suitable management and training arrangements to safeguard and protect any staff and/or members of the public who may be affected by the licensed activity.

This list does not limit the scope of the fit and proper assessment and the Council may take into account others, should they be relevant to the licensing process.

6. Safeguarding

- 6.1 **Safeguarding** is everyone's responsibility, and this Licensing Authority works to promote peoples welfare and protection them from harm. Councillors and everyone working for South Kesteven District Council has a role to play in identifying safeguarding concerns and taking prompt action issues are identified, via the relevant reporting mechanisms.
- 6.2 The Animal Welfare Regulations have the aims of maintaining and improving animal welfare standards. However, there are other safeguarding considerations arising from licensable activities, in particular around the protection of children and vulnerable persons and the Licensing Authority must consider these in light of the Children Act 2004 and the Care Act 2014.
- 6.3 The Licensing Authority is aware that some licensable activities may involve unsupervised contact with children and/or vulnerable persons (e.g. the tuition of a young person provided at a Riding Establishment or entertaining at a children's party with an exhibition of animals).
- 6.4 The Licensing Authority expects applicants and licence holders whose activities involve contact with children or vulnerable persons to:
 - Have a written safeguarding policy and provide training for staff; and
 - Have a procedure for vetting staff who have unsupervised contact with young/vulnerable persons.

6. Relevance of convictions

- 6.1 In all cases, the Licensing Authority will consider the convictions or behaviour in question and what weight should be attached to it in relation to the applicant's suitability to hold the licence applied for. Every case will be determined on its own merits but in light of these guidelines.
- 7.2 The Licensing Authority will not normally grant a licence to a person with one (or more) convictions for any offence that is related to animal cruelty or suffering. The primary purpose of the Regulations enforced by the Licensing Authority is to ensure the welfare of animals and as such, these types of offences are highly relevant.
- 7.3 In addition, the Licensing Authority has wider obligations to prevent crime and disorder and safeguard both children and vulnerable adults. As a result, the Licensing Authority will not normally grant a licence to a person with one (or more) convictions for any of the following offences:
 - Offences involving violence.
 - Possession of a weapon.

- Sex and indecency offences.
- Offences involving dishonesty.
- Offences involving drugs.

7.4 Any offences or behaviour not expressly covered by this Policy may still be considered by virtue of any other Guidance, Policies and Strategies outlined in Section 2 above.

7.5 The Licensing Authority must ensure that licence holders remain suitable to retain their licence, therefore licence holders must notify the Licensing Authority in writing within 5 working days if any of the following occurs (in relation to the types of offences outlined above):

- They have any type of licence suspended or revoked;
- Are arrested (whether or not charged with an offence);
- Are charged with a criminal offence;
- Are convicted of a criminal offence'
- **Receive any caution or warning;**
- **Allegations are made of involvement in criminal activity; or**
- Any pending charges, to include any notices of intended prosecution.

7.6 Failing to provide such notification will raise serious questions for the Licensing Authority as to the honesty of the licence holder and may result in a review of the suitability of the licence holder to continue to hold a licence.

7.7 Animal Welfare licence holders are not identified as an exempt profession under the Rehabilitation of Offenders Act 1974, and, therefore, the provisions of that Act relating to convictions becoming spent after a certain amount of time will apply in full. The Licensing Authority will not take into consideration any conviction, caution or similar sanction that is deemed to be spent by virtue of a provision of the 1974 Act or any associated regulations.

8. **Granting or renewing a licence**

Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018

8.1 The guidance produced by DEFRA for licences issued stipulates that once a Licensing Authority receives an application for the grant or renewal of a licence it must do all of the following before granting or renewing a licence:

~~The application and renewal process must follow these steps:~~

- The individual sends an animal activity licence application, supporting documents and Part A fee to the Licensing Authority.
- The Licensing Authority appoints an appropriately qualified Licensing Authority Inspector and/or vet.
- The Inspector and/or vet visits the animal activity site and produces a report.

- The Licensing Authority reviews the report and a copy is sent to the applicant. Any outstanding documents or issues raised as a result of the inspection must be resolved by the applicant.
- Once the final report has been submitted the Licensing Authority makes a decision to grant or refuse the licence application.
- The Licensing Authority notifies the applicant.
- The applicant has a right of appeal to the first tier tribunal for a refusal.

8.2 The Licensing Authority aims to issue a decision on a new licence application within 10 weeks of receiving the application. It is possible the process can take longer, for example, if further information is needed.

8.3 Applicants will be notified of the need to renew their licence 3 months before it is due to expire. The licence holder must apply to renew a licence at least 10 weeks before their current licence expires. This is to avoid incurring a break in the licensable activity, if they wish to continue to operate the licensable activity.

8.4 If following the inspection the applicant meets the requirements for the grant of a licence, they will be required to pay Part B of the application fee. Upon receipt of the payment the applicant will receive the following:

- The Licence with the Star Rating.
- Details of how the business has been rated, including a list of the higher standards the business currently fails to meet or a list of the minimum standards the business is failing to meet (resulting in a “minor failing” category).
- A copy of the risk management assessment table.
- Details of the appeals process and timescales.
- Details of the application for re-rating scheme.

8.5 An animal activity licence will comprise of the licence holder detail and activities they are carrying out, the start rating, a list of conditions and a set of specific conditions relating to the particular activity or activities that have been authorised. Applicants must not operate prior to the grant of any licence, as it is an offence to do so. Any person found guilty of this offence could be prohibited from being granted a licence in the future.

Dangerous Wild Animals 1976 and Zoo Licensing Act 1981

8.6 These premises are not required to be risk rated and as a result no Star Rating is issued. A licence with relevant conditions only will be provided.

9. Veterinary and Other Inspections

9.1 Where Acts or Regulations require an inspection of the premises by a veterinary surgeon, or an Inspector appointed by the Licensing Authority the Licensing Authority will instruct the Vet or approved Inspectors, the cost of which will be recharged to the applicant.

9.2 At the time of making the application the applicant must pay to the Licensing Authority the application fee (Part A) and the sum quoted by the vet or approved

Inspector. The Licensing Authority will then instruct that vet or approved Inspector and pay the fee.

- 9.3 The purpose of the Licensing Authority instructing the vet or approved Inspector is to avoid any conflict of interest that may arise between the vet or approved Inspector and the applicant.
- 9.4 Where the licensable activity falls under the Regulations an inspection will be required on first application and every subsequent renewal. An unannounced visit may take place during the licence duration and following any complaint or concern regarding the animal licence activity.

10. Duration of a Licence and Star Rating

Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018

- 10.1 Depending upon the nature of the licensable activity , the duration of the licence may be issued for one, two or three years corresponding to the Star Rating for the establishment. [The Licensing Authority must follow a risk based system created by DEFRA, it is not set by South Kesteven District Council.](#)
- 10.2 A copy of the scoring matrix is below:

Scoring Matrix		Welfare Standards		
		Minor Failings (existing business that are failing to meet minimum standards)	Minimum Standards (as laid down in the schedules and guidance)	Higher Standards (as laid down in the guidance)
Risk	Low Risk	1 Star 1yr licence Min 1 unannounced visit within 12 month period	3 Star 2yr licence Min 1 unannounced visit within 24 month period	5 Star 3yr licence Min 1 unannounced visit within 36 month period
	Higher Risk	1 Star 1yr licence Min 1 unannounced visit within 12 month period	2 Star 1yr licence Min 1 unannounced visit within 12 month period	4 Star 2yr licence Min 1 unannounced visit within 24 month period

- 10.3 The Department for Environment, Food and Rural Affairs (DEFRA) guidance indicates that any member of the Kennel Club Assured Dog Breeder Scheme, of at least three years standing, should be awarded a five-star breeding licence valid for three years. However, the DEFRA guidance advises that significant evidence of poor animal welfare standards or non-compliance found during a Licensing Authority inspection, would enable the Licensing Authority to not grant a five-star licence for 3 years, where the Authority is of the opinion that it is appropriate and justified.

- 10.4 Following the issuing of a rating, an operator may wish to apply for a 're-rating' following completion of works to rectify any non-compliance or improvements to achieve higher standards. This re-rating is chargeable in accordance with the Council's published fees and charges.
- 10.5 Keeping or training animals for exhibition requires a licence but no star rating is provided. A licence is valid for 3 years.

Dangerous Wild Animals Act 1976

- 10.6 Premises licensed under the Dangerous Wild Animals Act are not risk rated and licences, when issued, are valid for 2 years.

Zoo Licensing Act 1981

- 10.5 Premises licensed under the Zoo Licensing Act are not risk rated and any new premises licence when issued will be valid for 4 years. On renewal, licences will be valid for 6 years.

11. Appeals to Star Rating

Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018

- 11.1 The Licensing Authority has an appeals procedure in place for an operator to dispute the star rating given. The inspection report will highlight the inspecting officer's decision on how the risk rating, compliance level and star rating has been achieved. The operator is encouraged to discuss any issues with the inspecting officer in the first instance.
- 11.2 An operator may appeal their star rating if they consider it to be wrong as it does not reflect the standards found at the time of the inspection. Any appeal to the rating must be made in writing to the Licensing Authority within 21 days, from when the star rating is issued.
- 11.3 Any appeal must specifically relate to the standards present at the time of the inspection and will be chargeable.
- 11.4 DEFRA Guidance states that no officer or inspector involved with the initial star rating or inspection should consider an appeal. It also states that the appeal should be determined by the Head of the Department or a designated deputy. Appeals will be determined by the Department/Service Manager. If the operator disagrees with the outcome of the appeal, they can request that the Licensing Authority considers their concerns via the Licensing Authority complaint's procedure. The reviewing officer may or may not visit the premises themselves, this will be left to them to determine.
- 11.5 If the operator disagrees with the outcome of the appeal, they can challenge the decision by means of judicial review. There is also the availability of the Local

Government Ombudsman where appropriate if they consider that the Licensing Authority has not made decisions in the correct way.

12. Standards and conditions

Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018

- 12.1 The Regulations include mandatory conditions for each licensable activity and DEFRA have produced statutory guidance. The conditions are divided into two categories, namely 'General Conditions and 'Specific Conditions'.
- 12.2 Applicants and licence holders are required to meet all the mandatory conditions, although for existing businesses, minor failing may be noted/recorded providing they do not compromise the welfare of the animals. However, these failings should be predominantly administrative in nature, as highlighted in the relevant statutory guidance.
- 12.3 The higher standards are classified into two categories – mandatory (required) and optional. To qualify as meeting the higher standards the business must achieve all of the required (mandatory) standards as well as a minimum of 50% of the optional higher standards.
- 12.4 Meeting the higher standards is optional but is the only way to gain the highest star rating.

Dangerous Wild Animals 1976 and Zoo Licensing Act 1981

- 12.5 The Licensing Authority will impose any conditions prescribed in the legislation, suggested by DEFRA or required by the Licensing Authority Inspecting Officer and/or Vet.
- 12.6 Where the Licensing Authority places conditions on a licence they will be based, wherever practicable, on existing codes of best practice and industry standards produced by organisations.

13. Refusing an application

Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018

- 13.1 The Licensing Authority may refuse to issue a licence if it considers that the applicant cannot meet the licence conditions or has a previous history of non-compliance with licensing conditions or requirements. The Licensing Authority may also refuse a licence if the granting of a licence could have a negative impact on animal welfare or if the level of accommodation, staffing or management is inadequate for the well-being of animals.
- 13.2 A Licence cannot be issued to an operator who has been disqualified, as per regulations.

13.3 If a licence is refused under the Regulations, the applicant will have the right of appeal to a First-tier Tribunal within 28 days of the decision notice.

Dangerous Wild Animals 1976

13.4 The legislation states that the Licensing Authority shall not grant a licence unless it is satisfied that:

- a) It is not contrary to the public interest on the grounds of safety, nuisance or otherwise to grant the licence;
- b) The applicant for the licence is a suitable person to hold a licence under the relevant Act;
- c) Any animal will at all times of its being kept only under the authority of the licence:
 - i. Be held in accommodation which secures that the animal will not escape, which is suitable as regards constructions, size, temperature, lighting, ventilation, drainage and cleanliness and which is suitable for the number of animals proposed to be held in the accommodation, and
 - ii. Be supplied with adequate and suitable food, drink and bedding material and be visited at suitable intervals;
- d) Appropriate steps will be taken for the protection of any animal concerned in case of fire or other emergency;
- e) All reasonable precautions will be taken at all such times to prevent and control the spread of infectious diseases;
- f) While any animal concerned is at the premises where it will normally be held, its accommodation is such that it can take adequate exercise.

13.5 A licence may be refused where an applicant has been convicted of any relevant offence, as per the relevant legislation.

13.6 If a licence is refused under the Dangerous Wild Animals Act 1976, the application has the right of appeal to the Magistrates Court within 21 days of the decision notice.

Zoo Licensing Act 1981

13.7 The legislation states that the Licensing Authority shall refuse a licence when;

- a) It is satisfied that the zoo, or its continuance, would injuriously affect the health or safety of persons living in the neighbourhood of the zoo, or seriously affect the preservation of law and order.
- b) They are not satisfied that it would be able to meet conditions to take forward the relevant conservation measures.

The Licensing Authority may refuse a licence if;

- c) They are not satisfied that the standards of accommodation, staffing or management are adequate for the proper care and well-being of the animals either individually or as a whole, or otherwise for the proper conduct of the zoo.

- d) They are not satisfied that planning permission has been granted for a zoo (or the granting of a licence can be suspended until the local planning authority confirm that permission has been, or is deemed to be, granted).

13.8 A licence may also be refused if anyone associated with the zoo has a conviction under the Zoo Licensing Act 1981 or any of the Acts mentioned in the legislation.

13.9 If a licence is refused under the Zoo Licensing Act 1981, the application has the right of appeal to the Magistrates Court within 28 days of the decision notice.

14. Animal Welfare Licensing & Planning

14.1 Premises maintained or used for an animal based business or activity may require planning permission for that usage. It is advised that licence applicants seek advice from South Kesteven District Council's Planning department prior to making an application for a licence.

14.2 Whilst applicants are encouraged to make necessary applications for planning permission before or at the same time as they make application for licence, there is nothing in law which specifically precludes an application for a licence being made before planning consent has been sought.

14.3 Planning and Licensing Departments operate as separate regulatory regimes, and the absence of planning permission for a particular site will not serve to prohibit the Licensing Authority from granting a licence. There is no legal basis for the Licensing Authority to refuse a licence application because the business does not have planning permission.

14.4 Applicants should note that planning and licensing requirements must both be satisfied prior to the commencement of business operations, and if this is not the case then the applicant will be liable for enforcement action for breaches of the relevant legislation.

15. Variations, Suspension and Revocation of a Licence

Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018

15.1 The Regulations allow the Licensing Authority to vary a licence:

- a) On the application in writing of the licence holder, or
- b) On the initiative of the Council, with the written consent of the licence holder.

15.2 The Licensing Authority may suspend, vary or revoke a licence without the consent of the licence holder if:

- a) The licence conditions are not being complied with.
- b) There has been a breach of the Regulations.
- c) Information supplied by the licence holder is false or misleading.

- d) It is necessary to protect the welfare of an animal.

15.3 A suspension or variation of a licence will take effect 7 working days after the decision has been issued to the licence holder unless the reason is to protect the welfare of an animal, in which case the Licensing Authority may stipulate that the decision is with immediate effect.

15.4 A decision to vary or suspend a licence must be notified in writing to the licence holder and will outline the reasons for the decision including any specific actions that can be taken to remedy the situation. The notification will also confirm when the suspension or variation will take effect and the rights of the licence holder to make written representations, as well as any deadlines for remedial action/review timescales.

15.5 The decision to vary, suspend or revoke a licence will be dependent on the severity of the situation.

- If an operator fails to meet administrative conditions or provide information when requested, then this could potentially lead to the suspension of a licence. If such a scenario happens repeatedly, the Licensing Authority may consider revocation appropriate.
- Immediate revocation or suspension of a licence may occur in an instance where poor welfare conditions are discovered, or it would otherwise benefit the welfare of the animals involved to be removed from the activity.
- Variations can occur if adjustments need to be made, whether that is to the licence itself or to the premises/animals referred to in the licence.

15.6 Following the issuing of the notice of suspension or variation, the licence holder will have 7 working days to make written representations. Upon receipt of this the Licensing Authority will decide whether to continue with the suspension or variation of the licence or cancel the decision.

15.7 If the licence has been altered with immediate effect to protect the welfare of animals, the Licensing Authority will indicate that this is the reason.

15.8 The business must not trade once the suspension of a licence has come into effect and cannot do so until the decision is overturned by the Council, due to either the decision being reversed, or it is satisfied that all licence conditions are being met.

15.9 Other than the right outlined above (15.6) there is no other right of appeal against the suspension of a licence. After 28 days of suspension the licence must be either revoked or reinstated.

15.10 A licence holder may appeal to a First Tier Tribunal if they do not agree with the decision made by the Licensing Authority to vary or revoke the licence. The appeal must be made within 28 days of the decision notice being issued.

Dangerous Wild Animals Act 1976

15.11 The Licensing Authority can, at any time, add conditions, vary conditions or revoke conditions that are in a Dangerous Wild Animal licence (although any conditions prescribed in the legislation cannot be varied or revoked).

Zoo Licensing Act 1981

15.12 The Licensing Authority can, at any time, vary, cancel or attach new conditions to a licence if it is considered necessary or desirable to do so for ensuring the proper conduct of the zoo. Prior to doing so, the licence holder will have an opportunity to make representations. If the change is a significant amendment, then an inspection of the premises must be arranged and the report considered, prior to any alteration being made to the licence.

15.13 If a licence condition is not being complied with the Licensing Authority can issue a direction requiring compliance, in accordance with the Zoo Licensing Act 1981. The direction will state the steps that the licence holder must take and the period in which they must take them. In addition, the direction can also require the zoo, or part of the zoo, to be closed to the public while the direction is in force. The direction will be revoked once the zoo has complied with the requirements.

15.14 In accordance with the Zoo Licensing Act 1981, the Licensing Authority must permanently close a zoo in certain circumstances (e.g. non-compliance with a direction in relation to a conservation measure). The Council also has a discretionary power to close a zoo which may be used for several reasons (e.g. non-compliance with a direction in relation to a conservation measure).

16. Status of a licence upon the death of a licence holder

Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018

16.1 If a licence holder dies, the legislation outlines that the personal representative of the deceased may take on the licence. The Licensing Authority must be informed, by the personal representatives, within 28 days of the death that they are now the licence holder. The licence will remain in place for three months from the death of the former holder or for the rest of the time it was due to remain in force if that time period is shorter. The new licence holder should apply for a new licence before the expiry of this new period, as outlined in 8 – Granting or renewing a licence.

16.2 The Licensing Authority can extend the three month period by up to another three months if requested by the personal representative and if they believe this time is needed to wind up the estate of the former licence holder.

16.3 If the personal representative does not notify the Licensing Authority within 28 days of the death of the licence holder, the licence will cease to have effect after those 28 days.

Dangerous Wild Animals Act 1976

16.4 If a licence holder dies, the licence will continue for 28 days as if it had been granted to the personal representative. If an application is made for a new licence within this period, the licence will be considered as being still in force pending the grant or refusal of the new application.

Zoo Licensing Act 1981

16.5 If a licence holder dies, the licence will continue for 3 months as if it had been granted to the personal representatives. The Licensing Authority may extend this period if it considers it appropriate to do so.

17. Inspections during the course of a licence

17.1 There will be cases where inspections must be carried out during the term of a licence.

17.2 For the activity of hiring out horses, there is a requirement for an annual inspection by a listed vet, regardless of the total length of the licence. The Licensing Authority must appoint a listed Vet to inspect the premises on which the activity is being carried out before the end of the first year after the licence is granted and then each subsequent year. It is this Licensing Authority's policy that the vet must be independent and not one that is retained by the applicant / licence holder.

17.3 Depending on the type of zoo, inspections may be required on an annual basis, but the frequency of inspections can be less if an exemption (or 'dispensation') is in place. Inspections will include visits by the Secretary of States Zoo Inspectors, in addition to licensing inspectors.

17.5 Unannounced inspections can be carried out and may be used in the case of complaints or other information that suggests the licence conditions are not being complied with or that the welfare of the animals involved in a licensed activity is at risk.

17.6 During the inspection of premises licensed under the Animal Welfare Regulations, the inspector may choose to take samples for laboratory testing from the animals on the premises occupied by and operator. The operator must comply with any reasonable request of an inspector to facilitate the identification, examination and sampling of an animal, including ensuring that suitable restraints are provided if requested.

18. Fees and Charges

18.1 The fees for each licence are made up of two parts, Part A and Part B.

- Part A covers the direct costs associated with processing the application and is payable on submission of the application.
- Part B covers the costs associated with the running of the licensing function. This includes dealing with complaints, enforcement and general administration.

- 18.2 The Part B fee is payable once a decision to grant a licence has been made and must be paid before the licence is issued and becomes operational and valid. It will be a condition of all licences that the licence itself will be inoperable should the Part B fee not be paid.
- 18.3 The Part A fee paid by an applicant who has not been granted a licence will not be refunded.
- 18.4 The fees and charges are reviewed annually and can be viewed on the Council's website www.southkesteven.gov.uk

19. Qualifications of Inspectors

- 19.1 As outlined in the Animal Activity Licensing Process: Statutory Guidance for Local Authorities all Licensing Authority Inspectors (whether employed by the Licensing Authority or contracted / appointed) must be suitably qualified.

A suitably qualified person can be any of the following:

- Holds a Level 3 certificate (or equivalent) granted by a body recognised and regulated by the Office of Qualifications and Examinations Regulation (Ofqual). Their certificate must apply to that particular type of activity to count as qualified. The training must cover the application of the licensing conditions for all licensable activities and must contain a practical element.
- Has a formal veterinary qualification recognised by the Royal College of Veterinary Surgeons (RCVS), together with a relevant RCVS continuing professional development record.
- Can show evidence of at least one year of experience in licensing and inspecting animal activities businesses - this person needs to be enrolled on a course leading to a Level 3 certificate qualification or equivalent to be completed by 1 October 2023 and granted by a body recognised and regulated by Ofqual.

20. Enforcement

- 20.1 The main enforcement and compliance role for the Licensing Authority in terms of animal licensing will be to ensure the welfare of animals. This is done by ensuring compliance with the conditions placed upon the licence and taking action when standards are not met. The Licensing Authority also investigates and will take appropriate action against unlicensed premises.
- 20.2 In carrying out its enforcement duties, the Licensing Authority has adopted a Corporate Enforcement Policy, which is available on our website at www.southkesteven.gov.uk
- 20.3 The Licensing Authority will appropriately log and investigate complaints regarding animal establishments which are currently licensed or may require a licence. The Licensing Authority will require complainants to provide their name and contact details so that witness evidence may be obtained if required for further action and to try and ensure that a complaint is not malicious nature. When investigating complaints Officers will take care to not reveal the identify of the complainant,

unless agreed otherwise, or unless it is necessary for the progression of legal proceedings.

20.4 The Licensing Authority aims to maintain a consistent approach when investigating complaints and make decisions. In reaching any decision it will consider, amongst other things, the following criteria:

- Seriousness of any offences or breach of conditions;
- Operator's past history;
- Consequence(s) of non-compliance;
- Likely effectiveness of the various enforcement options;
- Danger to the welfare of animals and/or public.

20.5 The Animal Welfare Act 2006, section 30 allows Licensing Authorities to prosecute offences under that Act.

20.6 The post-conviction power from section 34 of the Animal Welfare Act 2006 is in place, whereby a person convicted of an offence under the Act or any relevant regulations may be disqualified from owning, keeping, participating in the keeping of animals and/or from being party to an arrangement under which they can control or influence the way an animal is kept. Disqualification also prohibits the person from transporting or dealing in animals. Breaching these disqualification provisions is an offence.

20.7 The post-conviction power from section 42 of the Animal Welfare Act 2006 is also in place whereby a court can cancel an existing licence and disqualify a person from holding a licence for any period it sees fit when that person is convicted of an offence under the Act or any relevant regulations.

The Animal Welfare (Licensing of Activities Involving Animals) (England) Regulations 2018

20.8 The Regulations introduce a range of enforcement powers to allow the Licensing Authority to issue a suspension, variation or revocation notice where licence conditions are not being complied with; where there is a breach of the regulations; or issues relating to the protection of the welfare of an animal.

20.9 Anyone who carries on any of the licensable activities without a licence is committing a criminal offence and is liable to imprisonment for a term of up to six months, a fine or both.

20.10 It is a criminal offence to breach any licence condition. It is also a criminal offence not to comply with an inspector's request with regards to taking a sample from an animal.

20.11 It is a criminal offence to obstruct an inspector who has been appointed by a local authority to enforce the Regulations. Committing any of these offences could result in an unlimited fine.

20.12 The Regulations also make provision for the inspectors to take samples for laboratory testing from any animals on premises occupied by an operator, for the

purposes of ensuring the licence conditions are being complied with. A licence holder must comply with any reasonable request of an inspector to facilitate the identification and examination of an animal and the taking of samples and, in particular, must arrange the suitable restraint of an animal if so requested by an inspector.

20.13 Samples should be as non-invasive as possible; however inspectors may deem more invasive samples necessary if there are concerns over the welfare of the animals. The provision for sampling is primarily aimed at vets carrying out inspections and it is not expected that samples be taken by those without the training to properly and safely do so.

20.14 Additional information about the suspension and revocation of a licence can be found in section 13 of this policy.

Dangerous Wild Animals Act 1976

20.15 Anyone that keeps a dangerous wild animal without the required licence is committing a criminal offence and is liable for a fine.

20.16 It is a criminal offence to breach any licence condition. It is also criminal offence to obstruct an inspector who has been appointed by the Licensing Authority to enforce the Act. Committing any of these offences could result in a fine.

Zoo Licensing Act 1981

20.17 Anyone who operates a zoo without the required licence is committing a criminal offence and is liable for a fine.

20.18 It is a criminal offence to breach any licence condition. It is also criminal offence to obstruct an inspector who has been appointed by the Licensing Authority to enforce the Act. Committing any of these offences could result in a fine.

20.19 Additional information about the suspension and revocation of a licence can be found in Section 15 of this policy.

21. Policy Review

21.1 This policy will be reviewed every five years but will remain in force beyond this time if no significant changes are required. In the interim, minor amendments to the policy, such as legislative updates, which may become necessary from time to time to ensure its continued accuracy, but do not affect its direction or intent may be made in accordance with delegated authority.

22. Advice and Guidance

22.1 Further information and advice on the animal welfare licensing process can be obtained by contacting South Kesteven District Licensing Authority Licensing team by e-mail at licensing@southkesteven.gov.uk or by visiting the Business and Licensing area of the Council's website www.southkesteven.gov.uk.

Appendix 1 - Definitions

DEFRA: Department for Environment, Food and Rural Affairs

Licensing Authority: South Kesteven District Council

Licensing Authority Inspector: An employee of the Licensing Authority, suitably qualified to undertake animal welfare licensing activities and inspections of premises.

Operator: An individual who carries on, attempts to carry on or knowingly allows a licensable activity to carry on or is the licence holder of a granted or renewed licence

Relevant convictions: Offences outlined in the policy that are not considered spent under the Rehabilitation of Offenders Act 1974, namely:

- 7.2 – Convictions relating to any offence related to animal cruelty or suffering
- 7.3 – Convictions involving violence, Possession of a weapon, Sex and indecency offences, Offences involving dishonesty, Offences involving drug

However this list is not exhaustive and other convictions may be considered relevant due to the legislative requirements placed upon Local Authorities/Licensing Authorities as outlined in Section 2 of the policy.

Vet: A person holding a veterinary qualification recognised by the Royal College of Veterinary Surgeons (RCVS), together with a relevant RCVS continuing professional development record.

Zoo dispensation: Some zoos do not need a licence because of the small number of animals, or the type of animal, kept in them. This is known as having a 'dispensation'. The Secretary of State will make a decision on a case-by-case basis as to whether the zoo requires a zoo licence. Usually both of the following must apply:

- Very small zoos (eg. zoos that have no more than around 120 animals).
- Zoos that don't have many different kinds of animals, eg deer parks.

The Secretary of State will also decide if the animals are hazardous or conservation sensitive.



Equality Impact Assessment

Question	Response
1. Name of policy/funding activity/event being assessed	Animal Welfare Policy
2. Summary of aims and objectives of the policy/funding activity/event	Introduction of an animal welfare policy for the handling of applications, renewals and existing animal licenses for the welfare of animals.
3. Who is affected by the policy/funding activity/event?	Animal licence applicants, users of licensed facilities and members of public (members of public for the purposes of animals escapes etc)
4. Has there been any consultation with, or input from, customers/service users or other stakeholders? If so, with whom, how were they consulted and what did they say? If you haven't consulted yet and are intending to do so, please complete the consultation table below.	Asking Environment Overview and Scrutiny Committee to approve the draft policy and a 4 week consultation starting on 23 October 2023, at which time we can then review feedback/this initial assessment.
5. What are the arrangements for monitoring and reviewing the actual impact of the policy/funding activity/event?	The policy can be reviewed in light of any operational issues found and will be reviewed if there are any guidance or legislative change. This policy will be reviewed every 5 years.

Protected Characteristic	Is there a potential for positive or negative impact?	Please explain and give examples of any evidence/data used	Action to address negative impact e.g. adjustment to the policy <small>(The Action Log below should be completed to provide further detail)</small>
Age	No impact	Age asked for on the application form. Inspections are undertaken.	The policy sets out the application process, age is not the sole determining factor but extent of knowledge of subject matter and experience. It also seeks to protect service users and the public
Disability	Positive	No disability specific questions on the application. Inspections are undertaken	The policy, whilst not being determined by individual protected characteristic has been put place to ensure standards are met and licences are issued on an equitable basis. The inspection process can also advise applicants to ensure those with a disability are able to access/use the licensed facility.
Gender Reassignment	No impact	This protected characteristic does not affect the application or the process.	This policy has general protection levels and terms of operating. The policy, whilst not being determined by individual protected characteristic has been put place to ensure standards are met and licences are issued on an equitable basis.



Marriage and Civil Partnership	No impact	This protected characteristic does not affect the application or the process.	This policy has general protection levels and terms of operating. The policy, whilst not being determined by individual protected characteristic has been put place to ensure standards are met and licences are issued on an equitable basis.
Pregnancy and Maternity	No impact	This protected characteristic does not affect the application or the process.	This policy has general protection levels and terms of operating. The policy, whilst not being determined by individual protected characteristic has been put place to ensure standards are met and licences are issued on an equitable basis.
Race	No impact	This protected characteristic does not affect the application or the process.	This policy has general protection levels and terms of operating. The policy, whilst not being determined by individual protected characteristic has been put place to ensure standards are met and licences are issued on an equitable basis.
Religion or Belief	No impact	This protected characteristic does not affect the application or the process.	This policy has general protection levels and terms of operating. The policy, whilst not being determined by individual protected characteristic has been put place to ensure standards are met and licences are issued on an equitable basis.
Sex	No impact	This protected characteristic does not affect the application or the process.	This policy has general protection levels and terms of operating. The policy, whilst not being determined by individual protected characteristic has been put place to ensure standards are met and licences are issued on an equitable basis.
Sexual Orientation	No impact	This protected characteristic does not affect the application or the process.	This policy has general protection levels and terms of operating. The policy, whilst not being determined by individual protected characteristic has been put place to ensure standards are met and licences are issued on an equitable basis.



Other Factors requiring consideration			
Socio-Economic Impacts	No impact	Inspections are undertaken	This policy has general protection levels and terms of operating. The policy, whilst not being determined by individual socio-economic status has been put in place to ensure standards are met and licences are issued on an equitable basis.
Carers (those who provide unpaid care to a family member, friend or partner)	No impact	Inspections are undertaken.	The policy, whilst not being determined by individual characteristic has been put in place to ensure standards are met and licences are issued on an equitable basis. The inspection process can also advise applicants to assist those with a caring responsibilities if specific issues are evident/asked.

Consultation

Negative impacts identified will require the responsible officer to consult with the affected group/s to determine all practicable and proportionate mitigations. Add more rows as required.

Group/Organisation	Date	Response
Licence Holders	23 10 2023	
Police, Fire & Rescue & other partner agencies	23 10 2023	
Public	23 10 2023	
Stamford & Bourne Town Council	23 10 2023	

Proposed Mitigation: Action Log

To be completed when barriers, negative impact or discrimination are found as part of this process – to show actions taken to remove or mitigate. Any mitigations identified throughout the EIA process should be meaningful and timely. Add more rows as required.

Negative Impact	Action	Timeline	Outcome	Status

Evaluation Decision

Once consultation and practicable and proportionate mitigation has been put in place, the responsible officer should evaluate whether any negative impact remains and, if so, provide justification for any decision to proceed.

Question	Explanation / justification
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Is it possible the proposed policy or activity or change in policy or activity could discriminate or unfairly disadvantage people?		
Final Decision	Tick	Include any explanation/justification required
1. No barriers identified, therefore activity will proceed		
2. Stop the policy or practice because the data shows bias towards one or more groups		
3. Adapt or change the policy in a way that will eliminate the bias		
4. Barriers and impact identified , however having considered all available options carefully, there appear to be no other proportionate ways to achieve the aim of the policy or practice (e.g. in extreme cases or where positive action is taken). Therefore you are going to proceed with caution with this policy or practice knowing that it may favour some people less than others, providing justification for this decision		

Did you consult with an Equality Ally prior to carrying out this assessment? Yes

Sign off

Name and job title of person completing this EIA	Heather Green Licensing Team Leader
Officer Responsible for implementing the policy/function etc	Heather Green
Date Completed	08/09/2023
Line Manager	Ayeisha Kirkham
Date Agreed (by line manager)	11 09 2023
Date of Review (if required)	10 01 2024

Completed EIAs should be included as an appendix to the relevant report going to a Cabinet, Committee or Council meeting and a copy sent to equalities@southkesteven.gov.uk.

Completed EIAs will be published along with the relevant report through Modern.Gov before any decision is made and also on the Council's website.



SOUTH
KESTEVEN
DISTRICT
COUNCIL



Environment Overview and Scrutiny Committee

04 June 2024

Report of Cllr Philip Knowles, Cabinet Member for Corporate Governance and Licensing

Corporate Plan 2020-23 Key Performance Indicators End-of-Plan and 2023/24 End-Year (Q4) Report

Report Author

Charles James, Corporate Policy Officer

 Charles.james@southkesteven.gov.uk

Purpose of Report

This report outlines South Kesteven District Council's performance against the Corporate Plan 2020-23 Key Performance Indicators (KPIs) from January-March 2024, and presents a summary of overall performance over the lifecycle of the Corporate Plan 2020-23.

Recommendations

That the Committee:

1. **Review and scrutinise the performance against the Corporate Plan Key Performance Indicators in relation to the delivery of the Corporate Plan 2020-23 priorities and outcomes.**
2. **Use this report to inform and support the ongoing work programme of the Committee.**

Decision Information	
Does the report contain any exempt or confidential information not for publication?	No
What are the relevant corporate priorities? (delete as appropriate)	Sustainable South Kesteven
Which wards are impacted?	All

1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, staffing, community safety, mental health and wellbeing and the impact on the Council's declaration of a climate change emergency, the following implications have been identified:

Finance and Procurement

- 1.1 The financial considerations where appropriate are referenced throughout this report.

Completed by: (Richard Wyles, Deputy Chief Executive & Section 151 Officer)

Legal and Governance

- 1.2 Regular reporting on agreed actions and measures is to be welcomed from a governance point of view, as it provides a transparent mechanism for reporting on performance.

Completed by: (Mandy Braithwaite, Legal Executive)

2. Background to the Report

- 2.1 The South Kesteven Corporate Plan 2020-2023 was approved by Council on the 1st of October 2020. It was agreed by Council that actions, key performance indicators (KPIs) and targets would be developed by the relevant overview and scrutiny committee, which would retain oversight of the performance management arrangements at a strategic level. These actions and indicators were then presented to the Environment Overview & Scrutiny Committee and agreed on the 26 January 2021.
- 2.2 Regular mid-year (Q2) and end-of-year (Q4) KPI reports were presented to the responsible Committee for scrutiny over the previous four years.
- 2.3 The last prior was the Mid-Year report for 2023/24, which was presented to the Committee on 12 December 2024 and outlined the performance against the Corporate Plan 2020-23 for Quarter 2 2023/24.
- 2.4 2023/24 was the final year of reporting on the Corporate Plan 2020-23 KPI suite. The Corporate Plan 2024-27 was adopted by Council in January 2024.
- 2.5 This report is the last on the Corporate Plan 2020-23, providing an update on performance for the 2023/24 financial year, and a summary overview of the Council's performance over the period 2020/21 to 2023/24.

Corporate Plan 2020-23 End-of-Plan Action Review

- 2.6 The Corporate Plan 2020-23 listed nine actions under the Priority: *Clean & Sustainable Environment*. These actions set the Council's agenda for the life of that Plan.
- 2.7 The first round of performance reporting in 2020/21 introduced a series of criteria for what successful delivery would look like. This criterion has been used as the yardstick to judge the Council's overall performance against the stated actions.
- 2.8 It should be recognised that the Council is not a static organisation. Over the course of the Plan's lifecycle there were significant changes to the senior political and officer leadership. There also were challenging external conditions, from the pandemic – the longer-term impacts and legacy of which were not clear at the start of the Plan, the onset of the Ukraine conflict in February 2022 and cost of living crisis. Each development will have influenced the Council's priorities and resource allocations.
- 2.9 The Council's stated success conditions with the context of degree of control, rather than the individual metrics which evolved over the reporting cycle, are used as the simplest and most direct form of accountability.
- 2.10 Of the nine stated actions:
 - Six were wholly within the Council's control and successfully achieved.
 - Three were wholly within the Council's control and were not successfully achieved.
- 2.11 A summary is set in Table 1 below:

Table 1: Summary Review of Corporate Plan 2020-23 Environment Actions

Action	Success Criteria	SKDC Control	End of Plan Status
Reduce the Council's carbon footprint by at least 30% by 2030 and endeavour to become net-zero carbon as soon as viable before 2050.	SKDC consistently taking steps to reduce its carbon emissions, working towards achieving net-zero carbon as soon as viable.	Within SKDC control	Achieved
Deliver the 'Big Clean' programme and maintain higher street standards.	Maintain the higher street standard	Within SKDC control	Unachieved
Continue to innovate our approach to waste management to build on our strengths and maximise commercial and other opportunities.	Continuing to develop our offer beyond statutory minimums.	Within SKDC control	Achieved
Maintain and enhance our green areas across the District, aiming to secure Green Flag status for Queen Elizabeth Park, Dysart Park and other relevant areas.	Public Satisfaction	Within SKDC control	Achieved
Work proactively with Environment SK to deliver high quality services and maximise commercial opportunities.	High performing and commercially successful company.	Within SKDC control	Unachieved
Work with the Lincolnshire Waste Partnership (LWP) to reduce waste and further improve recycling.	LWP wide success in improving Lincolnshire's waste performance.	Within SKDC control	Achieved
Recognise the changes in environmentally friendly modes of transport and seek to work with others to adapt required infrastructure.	Understanding of demand for Electric Vehicle Charging Points and other infrastructure requirements.	Within SKDC control	Achieved
Explore opportunities to build on the success of the food waste pilot and ensure the service is sustainable.	Continuation of the food waste pilot area collection	Within SKDC control	Achieved
Build a new, modern depot which is fit for the future.	Delivery of a new depot (original target completion date 2023/24)	Within SKDC control	Unachieved

2.12 Appendix A presents a review of the Council's performance against the Environment priority actions for the Corporate Plan 2020-23.

End-of-Year 2023/24 Update

2.13 Appendix B presents the overall performance against the five actions being presented for Q4 2023/24, as well as specific performance against the sub measures contained within those. Specific commentary is provided for each action, which is summarised as follows:

- Three of the actions are rated Green. These are actions which are on, or above target as planned.
- One of the actions is rated Amber. This is an action which is currently below the planned target.
- Zero of the actions are rated Red. These are actions which are currently significantly below the planned target.
- One is currently awaiting data from Lincolnshire County Council.
- Four of the original nine actions are either no longer reported (e.g. the Big Clean programme) or are not reported in this period (e.g. carbon accounts).

Future Reporting

2.14 To accompany the Corporate Plan 2024-27, a new suite of KPIs was developed to reflect the priorities, ambitions, and actions of the new Plan. All the new measures are wholly within the Council's control.

2.15 The new KPI suite with proposed targets for 2024-27 was presented to, considered, and approved by the Committee on 19 March 2024.

2.16 The new KPI suite is included for the Committee's reference, incorporating the alterations and recommendations stipulated by the Committee in the March session.

2.17 The Committee will receive the first report on the new KPIs (mid-year 2024/25) in Quarter 3 2024/25.

2.18 Carbon accounts for the FY 2023/24 will be compiled over Q2 2024/25. The accounts will be presented to the Committee in Q3 2024/25.

3. Key Considerations

3.1 This is the last presentation of the KPIs for the Corporate Plan 2020-23. A general overview of the Council's performance displays that SKDC achieved six of the nine stated actions under the Priority: Clean & Sustainable Environment in the Corporate Plan 2020-23.

3.2 This is also a presentation of the end year (Q4) data for 2023/24.

- 3.3 There is commentary for each of the KPIs with an appropriate update from each area.
- 3.4 The Corporate Plan 2024-27 was adopted in January 2024. A new KPI suite to reflect the new Corporate Plan was approved by Committee in March 2024. The first report using the new KPIs will be presented in Quarter 3 2024/25.

5. Reasons for the Recommendations

- 5.1 This is a regular report where Members are invited to scrutinise and comment on performance.

8. Appendices

- 8.1 Appendix A – Corporate Plan 2020-23: Clean & Sustainable Environment – End of Plan Action Review
- 8.2 Appendix B - KPI Report: Environment OSC End-of-Year (Q4) 2023/24
- 8.3 Appendix C - Approved KPI Suite 2024-27

Corporate Plan 2020-23: Clean & Sustainable Environment – End of Plan Action Review								
Corporate Plan 2020-2023 Priority	Overview & Scrutiny Committee	Corporate Plan 2020-2023 Action	Corporate Plan 2020-2023 Success Criteria	KPI	Target	SKDC Control	End of Plan Status	Summary Commentary
Clean & Sustainable Environment	Environment	Reduce the Council's carbon footprint by at least 30% by 2030 and endeavour to become net-zero carbon as soon as viable before 2050.	SKDC consistently taking steps to reduce its carbon emissions, working towards achieving net-zero carbon as soon as viable.	1. Reduction in SKDC carbon emissions.	6840	Within SKDC control	Achieved	<p>South Kesteven District Council made a formal declaration of a climate emergency on 26 September 2019 with cross party support. Alongside this, the Council confirmed the political ambition to reduce the organisation's carbon footprint by at least 30% by 2030 against the baseline of 2018/19 (7,600 CO₂e tonnes). Achievement means yearly emissions of 5,320 CO₂e tonnes in 2030/31. Since 2019/20, SKDC have reduced emissions by 23.90% or 1,817 CO₂e tonnes (2022/23). A significant contributor to this sharp reduction is due to reduced gas, electric and fuel oil consumption for the leisure centres through closure of the Deepings leisure centre, as well as slightly reduced consumption at the Stamford, Bourne and Grantham facilities. This contributed towards a reduction in carbon emissions from the leisure centres alone of over 41%. The carbon emissions from the operation of the Council's vehicle fleet remains stubbornly high, demonstrating little change since 2018/19. Although the Council has made good progress, significant further work is required to achieve 2030 target. This will be driven by the Climate Action Strategy (adopted October 2023) and accompanying action plan (in development). The 2023/24 carbon accounts are compiled over the summer will be presented to the Committee in Q3 2024/25.</p>
Clean & Sustainable Environment	Environment	Deliver the 'Big Clean' programme and maintain higher street standards.	Maintain the higher street standard	1. Percentage of streets that meet the clean streets standard	90%	Within SKDC control	Unachieved	<p>The 'Big Clean' was launched in 2017 as a programme to improve the overall appearance of the district. This was an effort above and beyond business-as-usual street cleansing. The Big Clean team continue to operate along with routine street cleansing across the district to maintain the higher street standard into 2020. Monitoring of the higher street standard across the district was impacted by staffing levels and reprioritisation of resources during the pandemic saw the programme and monitoring cease in 2021/22.</p>
Clean & Sustainable Environment	Environment	Continue to innovate our approach to waste management to build on our strengths and maximise commercial and other opportunities.	Continuing to develop our offer beyond statutory minimums.	1. Number of garden waste bins. 2. % Growth (Garden Waste Service) 3. Commercial waste customers	36,252 1% growth in year Baseline for growth	Within SKDC control	Achieved	<p>The Council runs a garden waste collection and commercial waste service. As of Q4 2023/24, the Council collects 36,805 bins from 31,398 customers. The garden waste service has proven to be popular with the vast majority of customers and has successfully recovered from the pandemic period. The commercial waste had 771 customers as of Q4 2023/24. Since the start of 2022/23, the commercial waste offer has ran at maximum capacity, thus the team have been unable to actively prospect new business. The existing customer base has been maintained. Further growth is dependent on investment in additional capacity. A decision on the future of the business will be made in the coming months.</p>
Clean & Sustainable Environment	Environment	Maintain and enhance our green areas across the District, aiming to secure Green Flag status for Queen Elizabeth Park, Dysart Park and other relevant areas.	Public Satisfaction	1. Public satisfaction from visitors to Wyndham Park 2. Public satisfaction from visitors to Queen Elizabeth Park 3. Green Flag status	90% 80% Maintain Green Flag status for Wyndham Park, Queen Elizabeth Park & Dysart Park.	Within SKDC control	Achieved	<p>All three Grantham parks have achieved and retained Green Flag status. The first time for the Queen Elizabeth and Dysart Parks in 2021 and 2022 respectively. Public satisfaction with the provision has remained high on target over the Plan's life. The Council also successfully delivered the Witham Slea Blue Green Corridor, a £1.2 million biodiversity project delivered alongside North Kesteven District Council, the Environment Agency and the National Trust. The project improved 5.29 hectares of previously managed area in order to attain a better conservation status. The project also enhanced access for 13,700 residents of Grantham and Sleaford.</p>

Appendix A – Corporate Plan 2020-23: Clean & Sustainable Environment – End of Plan Action Review

Corporate Plan 2020-2023 Priority	Overview & Scrutiny Committee	Corporate Plan 2020-2023 Action	Corporate Plan 2020-2023 Success Criteria	KPI	Target	SKDC Control	End of Plan Status	Summary Commentary
Clean & Sustainable Environment	Environment	Work proactively with Environment SK to deliver high quality services and maximise commercial opportunities.	High performing and commercially successful company.	1. Client side reporting criteria	No Set Target	Within SKDC control	Unachieved	From March 2019 to April 2023, the Council's grounds maintenance service was provided by EnvironmentSK Ltd, a wholly owned Council company. There was a history of the Council under-funding EnvironmentSK Ltd for the work undertaken. This has resulted from out of date and inaccurate core data and has presented operational and financial difficulties for the company. A fundamental review of the Council's land and grounds maintenance responsibilities was undertaken in 2022. The outcome of this work was the dissolution of EnvironmentSK, the insourcing of the grounds maintenance function to the Council from 1 April 2023 and the subsequent integration with the Street Scene service with effect from 1 July 2023. The successful integration of the two services, together with a revised grounds maintenance specification has ensured a high level of service delivery, whilst removing an anticipated £384k budget pressure. As well as removing the budget pressure the successful integration of the two teams has realised circa £200k of savings for the Council in financial year 2023/24.
Clean & Sustainable Environment	Environment	Work with the Lincolnshire Waste Partnership (LWP) to reduce waste and further improve recycling.	LWP wide success in improving Lincolnshire's waste performance.	1. Residual waste tonnes per 1000 households	<44 t/1000 households	Within SKDC control	Unachieved	The Council has continued to improve and innovate its waste performance as part of the Lincolnshire Waste Partnership. The Council commenced the rollout of twin-stream recycling collections in February 2024 and approved the kerbside collection of batteries in separate bags in November 2023. Note the Council is currently awaiting the publication of 2023/24 waste statistics from Lincolnshire County Council. The district lags behind national trends and peer authorities however. The SKDC recycling contamination rate is 16.4% compared to a median of CIPFA Peers of 6.3% and the England median of 5.5%. The recycling rate in SKDC is 39.7% compared to the median of CIPFA Peers of 40.2% and the England median of 41.9%.
Clean & Sustainable Environment	Environment	Recognise the changes in environmentally friendly modes of transport and seek to work with others to adapt required infrastructure.	Understanding of demand for Electric Vehicle Charging Points and other infrastructure requirements.	2. Contribution to increasing the proportion of recycling, as set out in the LWP strategy.	42.5%			
Clean & Sustainable Environment	Environment	Explore opportunities to build on the success of the food waste pilot and ensure the service is sustainable.	Continuation of the food waste pilot area collection	3. Reduced non-target recyclable materials in the recycling stream.	<30%			
Clean & Sustainable Environment	Environment	Explore opportunities to build on the success of the food waste pilot and ensure the service is sustainable.	Continuation of the food waste pilot area collection	1. Number of miles generated	35,000	Within SKDC control	Achieved	Twelve public electric vehicle charging points (EVCP) have been installed in the district: <ul style="list-style-type: none">• Welham Street Car Park, Grantham - 4 chargers• North Street Car Park, Stamford - 4 chargers• Burghley Street, Car Park, Bourne - 2 chargers• Community Centre Car Park, Market Deeping - 2 chargers The chargers are managed on the Council's behalf by Swarco. Usage has gradually increased since installation. In Q4 2021/22 utilisation was 11.65%. By Q4 2023/24 utilisation had risen to 18.29% with 799 separate drivers making use of the charge points throughout the 2023/24 period. Stamford continues to be the most popular facility within the district within between 35-40% utilisation in the period.
Clean & Sustainable Environment	Environment	Explore opportunities to build on the success of the food waste pilot and ensure the service is sustainable.	Continuation of the food waste pilot area collection	2. Carbon Tonnes saved	7 Tonnes			
Clean & Sustainable Environment	Environment	Explore opportunities to build on the success of the food waste pilot and ensure the service is sustainable.	Continuation of the food waste pilot area collection	3. Charging Point Utilisation Percentage	10%			
Clean & Sustainable Environment	Environment	Explore opportunities to build on the success of the food waste pilot and ensure the service is sustainable.	Continuation of the food waste pilot area collection	1. Food waste tonnes collected	Deliver service in line with outcomes from review	Within SKDC control	Achieved	A food waste collection trial was undertaken with 4700 households from 2018 to March 2022. The scheme was initially funded by the Lincolnshire Waste Partnership. It was then anticipated that the government would introduce a national food waste collection scheme in 2022/23. That has since been delayed to March 2026. That made the SKDC trial financially unsustainable, and the scheme was stopped for budgetary reasons in March 2022.

Appendix A – Corporate Plan 2020-23: Clean & Sustainable Environment – End of Plan Action Review

Corporate Plan 2020-2023 Priority	Overview & Scrutiny Committee	Corporate Plan 2020-2023 Action	Corporate Plan 2020-2023 Success Criteria	KPI	Target	SKDC Control	End of Plan Status	Summary Commentary
Clean & Sustainable Environment	Environment	Build a new, modern depot which is fit for the future.	Delivery of a new depot (original target completion date 2023/24)	1. Design and costs approval 2. Budget approval 3. Planning application submission and approval 4. Procurement 5. Construction commenced 6. Construction Completion	Q4 2021/22 Q1 2022/23 Q2 2022/23 Q2 2022/23 Q2 2024/25 Q2 2025/26	Within SKDC control	Unachieved	Delivery of a new depot at Turnpike Close, Grantham. The current depot at Alexandra Road, Grantham is no longer fit for purpose. It does not allow for the service expansion needed to respond to district's projected growth or the requirements of the Environment Act 2021 and so does not meet current and future operational needs. The Turnpike Close site was acquired in April 2021. £8.8 million has been allocated to the General Fund Capital Programme to fund the project. The planning application was approved 19th January 2024. The contract award was agreed subject to value engineering with the Lindum Group on 16 April 2024. finance of the depot is reported to FEDCO at each meeting, the Council has been undertaking some value engineering options to be able to enter into a contract with Lindum Group therefore the handover date has been pushed to Q1 25/26. The project submits reports to every Finance and Economic Scrutiny meeting as agreed by Council.

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A Clean & Sustainable Environment

Priority Number	Action	Priority Status	Action Status
1	Reduce the Council's carbon footprint by at least 30% by 2030 and endeavour to become net-zero carbon as soon as viable before 2050.	Reported Q2 2023-24	Not Reported
2	Deliver the 'Big Clean' programme and maintain higher street standards.	No Longer Reported	Not Reported
3	Continue to innovate our approach to waste management to build on our strengths and maximise commercial and other opportunities.	Reported Q4 2023-24	On Target
4	Maintain and enhance our green areas across the District, aiming to secure Green Flag status for Queen Elizabeth Park, Dysart Park and other relevant areas.	Reported Q4 2023-24	On Target
5	Work proactively with Environment SK to deliver high quality services and maximise commercial opportunities.	No Longer Reported	Not Reported
6	Work with the Lincolnshire Waste Partnership to reduce waste and further improve recycling.	Reported Q4 2023-24	Awaiting Data
7	Recognise the changes in environmentally friendly modes of transport and seek to work with others to adapt required infrastructure	Reported Q4 2023-24	On Target
8	Explore opportunities to build on the success of the food waste pilot and ensure the service is sustainable.	No Longer Reported	Not Reported
9	Build a new, modern depot which is fit for the future.	Reported Q4 2023-24	Below Target

Priority ▲	Measured Quarterly	Responsible Director ▲ Deputy Chief Executive
A Clean & Sustainable Environment 3	On Target Current Status	Responsible Cabinet Member ▲ Waste & Climate Change

Action

Continue to innovate our approach to waste management to build on our strengths and maximise commercial and other opportunities.

Measure ▲	Target	Achieved
1. Number of garden waste bins.	36252	36,805
2. % Growth (Garden Waste Service)	1% growth in year	-0.09%
3. Commercial waste customers	Baseline for growth	771

Measure History ▲	Q1 2023-24	Q2 2023-24	Q3 2023-24	Q4 2023-24
1. Number of garden waste bins.	35,623	36,318	Not Reported	36,805
2. % Growth (Garden Waste Service)	1.34%	2.1%	Not Reported	-0.09%
3. Commercial waste customers	761	761	Not Reported	771

Commentary

36,805 garden waste bins are collected from 31,398 households. There has been a 0.09% contraction from Q4 2022/23 (36,839). There 771 commercial waste customers as of the end Q4 2023/24. Since the start of last financial year, the commercial waste offer has been running at maximum capacity, thus the team have been unable to actively prospect new business. Further growth is dependent on investment in additional capacity. A decision on the future of the business will be made in the coming months.

36,805 garden waste bins are collected from 31,398 households. There has been a 0.09% contraction from Q4 2022/23 (36,839). There 771 commercial waste customers as of the end Q4 2023/24. Since the start of last financial year, the commercial waste offer has been running at maximum capacity, thus the team have been unable to actively prospect new business. Further growth is dependent on investment. Senior management will make a decision on the future of the business in the coming months.

Priority ▲	Measured Annually	Responsible Director Growth & Culture
A Clean & Sustainable Environment 4	On Target Current Status	Responsible Cabinet Member Housing & Property

Action

Maintain and enhance our green areas across the District, aiming to secure Green Flag status for Queen Elizabeth Park, Dysart Park and other relevant areas.

Measure ▲	Target	Achieved
1. Public satisfaction from visitors to Wyndham Park	90+%	81.6%
2. Public satisfaction from visitors to Queen Elizabeth Park	80+%	80.4%
3. Green Flag status	Maintain Green Flag status for Wyndham Park, Queen Elizabeth Park & Dysart Park.	See Commentary

Measure History	Q4 2023-24	Q4 2021-22	Q4 2022-23
1. Public satisfaction from visitors to Wyndham Park	81.6%	0.83	Reported Annually
2. Public satisfaction from visitors to Queen Elizabeth Park	80.4%	0.72	Reported Annually
3. Green Flag status	See Commentary	Achieved	Reported Annually

Commentary

Green Flag accreditation has been secured for Wyndham Park, Queen Elizabeth Park and Dysart Park. Survey consultations on public opinion for the parks from summer 2023 to January 2024 found 81.6% of respondents were satisfied with Wyndham Park, 80.4% with Queen Elizabeth Park and 60.2% for Dysart Park.

Priority



A Clean & Sustainable Environment 6

Measured

Quarterly

Responsible Director

Deputy Chief Executive

Awaiting Data

Current Status

Responsible Cabinet Member

Waste & Climate Change

Action

Work with the Lincolnshire Waste Partnership to reduce waste and further improve recycling.

Measure



Measure	Target	Achieved
1. Residual waste tonnes per 1000 households.	<44 t/1000 households	Awaiting Data for 2023-24
2. Contribution to increasing the proportion of recycling, as set out in the LWP strategy.	42.5%	Awaiting Data for 2023-24
3. Reduced non-target recyclable materials in the recycling stream.	<30%	Awaiting Data for 2023-24

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Measure History



	Q1 2022-23	Q2 2022-23	Q3 2022-23	Q4 2022-23
1. Residual waste tonnes per 1000 households.	43.42	42.95	39.08	41.4
2. Contribution to increasing the proportion of recycling, as set out in the LWP strategy.	31.69%	35.47%	30.70%	35.10%
3. Reduced non-target recyclable materials in the recycling stream.	26.43%	25.75%	25.06%	27.58%

Commentary



Please note that the most recent data reported here covers the waste/recycling figures as of Q1 2023-2024. This is due to a delay in Lincolnshire County Council providing the required information.

Priority ▲	Measured Quarterly	Responsible Director ▲ Housing & Property
A Clean & Sustainable Environment 7	On Target Current Status	Responsible Cabinet Member ▲ Waste & Climate Change

Action

Recognise the changes in environmentally friendly modes of transport and seek to work with others to adapt required infrastructure

Measure ▲	Target	Achieved
1. Number of miles generated	35000	278,040
2. Carbon Tonnes saved	7 Tonnes	53.11
3. Charging Point Utilisation Percentage	10%	18.29%

Measure History ▲	Q1 2023-24	Q2 2023-24	Q3 2023-24	Q4 2023-24
1. Number of miles generated	56402	69,847	Not Reported	278,040
2. Carbon Tonnes saved	10.77	13.34	Not Reported	53.11
3. Charging Point Utilisation Percentage	14.19%	18.14%	Not Reported	18.29%

Commentary ▲

The use of electric vehicle charge points within our car parks continues to see reasonably good uptake, with 799 separate drivers making use of the charge points throughout the 2023/24 period. Stamford continues to be the most popular facility within the district within between 35-40% utilisation in the period.

Priority ▲	Measured Quarterly	Responsible Director Chief Finance Officer
A Clean & Sustainable Environment 9	Below Target Current Status	Responsible Cabinet Member Housing & Property

Action

Build a new, modern depot which is fit for the future.

Measure ▲	Target	Achieved
1. Design and costs approval	Q4 2021/22	Completed
2. Budget approval	Q1 2022/23	Completed
3. Planning application submission and approval	Q2 2022/23	Completed
4. Procurement	Q2 2022/23	Completed
5. Construction commenced	Q2 2024/25	Not started
6. Construction Completion	Q2 2025/26	Not started

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Measure History ▲	Q1 2023-24	Q2 2023-24	Q3 2023-24	Q4 2023-24
1. Design and costs approval	Q2 2023	Completed	Not Reported	Completed
2. Budget approval	Q2 2023	Completed	Not Reported	Completed
3. Planning application submission and approval	Q3 2023	Planning application submitted	Not Reported	Completed
4. Procurement	Q3/Q4 2023	Commenced	Not Reported	Completed
5. Construction commenced	Q1 2024	Q1 2024	Not Reported	Not started
6. Construction Completion	Q4 2024	Q4 2024/Q1 2025	Not Reported	Not started

Commentary

The planning application was approved 19th January 2024. The contract award was agreed subject to value engineering with Lindums on 16 April 2024. The project submits reports to every Finance and Economic Scrutiny meeting as agreed by Council.

Code	Overview & Scrutiny Committee	Provisional Action	Action Summary	Service Area	Provisional Owner/s	Proposed KPI Measure/s	Provisional Targets	Notes
ENVIRO1	Environment	Deliver the Climate Change Action Strategy programme.	Delivery of document and document contents.	Projects, Performance & Climate Change	Sustainability & Climate Change Officer	Development & Approval of Action Plan	Approval of Action Plan by end of 2024	N/A
	Environment			Projects, Performance & Climate Change	Sustainability & Climate Change Officer	% of total actions on target/complete	100% complete by end of the Plan (actions delivered in accordance with the timelines set out in the action plan.)	N/A
ENVIRO2	Environment	Continue to reduce operational emissions to achieve the target of a 30% reduction on 2019 by 2030 and develop modelling to set a target of achieving Net Zero operations as soon as viable.	Reduction of direct operational emissions.	Projects, Performance & Climate Change	Sustainability & Climate Change Officer	Reduction in SKDC carbon emissions.	190 tonnes a year.	N/A
	Environment			Projects, Performance & Climate Change	Sustainability & Climate Change Officer	% of action plan for theme: Low Carbon Council	100% complete by end of the Plan (actions delivered in accordance with the timelines set out in the action plan.)	N/A
ENVIRO3	Environment	Review and implement energy efficiency and renewable energy opportunities across the corporate estate, such as solar panels and EV chargers.	Energy efficiency of corporate estate.	Projects, Performance & Climate Change	Sustainability & Climate Change Officer	Charging Point Utilisation Percentage (% of total time charger in use)	15%	Report amount of funding secured to support energy efficiencies and Display Energy Certificate (Energy Performance Operational Rating) as PIs.
	Environment			Projects, Performance & Climate Change	Sustainability & Climate Change Officer	Review and Implementation of energy conservation measures	Number of actions/options reviewed (cumulative)	N/A
	Environment			Projects, Performance & Climate Change	Sustainability & Climate Change Officer		Number of actions implemented	N/A
ENVIRO7	Environment	Adopt a Tree and Woodland Strategy and deliver the accompanying action plan.	Tree and woodland strategy	Projects, Performance & Climate Change	Sustainability & Climate Change Officer	Development & Approval of Action Plan	Number of actions/options reviewed (cumulative)	N/A
	Environment			Projects, Performance & Climate Change	Sustainability & Climate Change Officer		Number of actions implemented	
Code	Overview & Scrutiny Committee	Provisional Action	Action Summary	Service Area	Provisional Owner/s	Proposed KPI Measure/s	Provisional Targets	Notes

ENVIRO8	Environment	Ensure that biodiversity net gain is embedded through corporate projects and operations	Biodiversity net gain for corporate projects	Projects, Performance & Climate Change	Sustainability & Climate Change Officer	Develop and deliver Biodiversity Action Plan.	Number of actions reviewed	Limited to PPCC new build pipeline. The Council does not have control of whether developers fulfil net gain commitments.
	Environment			Projects, Performance & Climate Change	Sustainability & Climate Change Officer		Number of actions implemented	N/A
	Environment			Projects, Performance & Climate Change	Sustainability & Climate Change Officer	Biodiversity net gain for HRA new build projects.	Number of sites 10% or above BNG targeted	N/A
ENVIRO9	Environment	Continue to tackle waste related crimes, including fly tipping with support from the Environmental Crime Partnership	Enforcement on waste related crimes.	Public Protection	Head of Service (Public Protection)	Number of enforcement actions undertaken when evidence of an offence is available.	50% of cases enforced against where evidence of an offence is found.	Note: enforcement can include warning letter, simple caution, FPN, Community Protection Notice or Warning, Prosecution.
ENVIRO10	Environment	Manage a smooth implementation of twinstream recycling to improve the recycling rate and reduce contamination.	Implementation of twinstream recycling	Waste	Head of Waste Management & Market Services	% of households with access to the twin stream recycling service.	1% YOY increase (currently 88%)	N/A
	Environment			Waste	Head of Waste Management & Market Services	% of non-target waste within the recycling stream.	10%	N/A
	Environment			Waste	Head of Waste Management & Market Services	Proportion of total recycling waste collected which is paper and card.	35%	N/A
ENVIRO11	Environment	Develop and implement an effective process for the collection of food waste. (Food waste collection mandatory from 31st March 2026)	Implementation of food waste collection.	Waste	Head of Waste Management & Market Services	Work with relevant stakeholders to establish a project group and Action Plan for implementation	100% complete by end of the Plan (actions delivered in accordance with the timelines set out in the action plan.)	N/A
	Environment			Waste	Head of Waste Management & Market Services	% of non-target waste within the recycling stream.	10%	N/A
	Environment			Waste	Head of Waste Management & Market Services	Tonnes of food waste collected	1% YOY increase from 2026 baseline	N/A
Code	Overview & Scrutiny Committee	Provisional Action	Action Summary	Service Area	Provisional Owner/s	Proposed KPI Measure/s	Provisional Targets	Notes
ENVIRO12	Environment	Deliver a range of schemes to improve the recycling rate.	Future projects to improve recycling rate	Waste	Head of Waste Management & Market Services	Tonnes of domestic waste recycled per household	0.5t	N/A
	Environment			Waste	Head of Waste Management & Market Services	Increase uptake of the garden waste recycling service.	1% year on year increase.	N/A
	Environment			Waste	Head of Waste Management & Market Services	% of non-recyclable materials in the recycling stream.	15% (currently 30% - twin stream comms campaign has reduced this recently)	N/A
ENVIRO13	Environment		Delivery of new depot	Waste	Property Services Manager	Construction commenced	Jul-24	N/A

	Environment	Manage the construction and transition to a new depot, that is fit for purpose, and explore options for the old depot		Waste	Property Services Manager	Construction Completion	Mar-25	N/A
	Environment			Waste	Property Services Manager	New depot fully operational	May/June 2025	N/A
	Environment			Waste	Property Services Manager	Options appraisal for future of Alexandra Road	Mar-24	N/A
ENVIRO14	Environment	Develop and deliver the Fleet Management strategy and accompanying action plan.	Delivery of document and document contents.	Waste	Head of Waste Management & Market Services	Develop and adopt Strategy	Approval - TBC	N/A
	Environment			Waste	Head of Waste Management & Market Services	% of total actions on target /complete	100% complete by end of the Plan (actions delivered in accordance with the timelines set out in the action plan.)	N/A
ENVIRO15	Environment	Review and implement energy efficiency and renewable energy opportunities within private properties in the district.	Improved energy efficiency and reduced fuel poverty of private sector housing	Projects, Performance & Climate Change	Sustainability & Climate Change Officer	Number of properties improved	Report numbers (dependent on availability of Government grants and resident take up.)	Report amount of funding secured to support energy efficiencies as a PI.
	Environment			Projects, Performance & Climate Change	Sustainability & Climate Change Officer	Number of energy efficiency measures implemented	Report numbers (dependent on availability of Government grants and resident take up.)	N/A

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SOUTH
KESTEVEN
DISTRICT
COUNCIL



Environment Overview and Scrutiny Committee

Tuesday, 4 June 2024

Report of Councillor Rhys Baker,
Cabinet Member for Environment and
Waste

Disposal of Vapes

Report Author

Kay Boasman, Head of Waste Management and Market Services

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Purpose of Report

To provide an update on the recent announcements from Government on the sale and disposal of disposable vapes.

Recommendations

That the Committee:

1. Notes the contents of the report and the revised timescales for considering vape disposal.

Decision Information	
Does the report contain any exempt or confidential information not for publication?	No
What are the relevant corporate priorities?	Sustainable South Kesteven
Which wards are impacted?	All Wards

1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, staffing, community safety, mental health and wellbeing and the impact on the Council's declaration of a climate change emergency, the following implications have been identified:

Finance and Procurement

- 1.1 At this time, there are no financial considerations as the kerbside collections have not been mandated for disposable vapes. Should this change as further updates are released, this position will need to be reassessed.

Completed by: Richard Wyles, Deputy Chief Executive and s151 Officer

Legal and Governance

- 1.2 The report is for noting and there are no significant legal or governance implications arising from the report.

Completed by: Graham Watts, Monitoring Officer

Climate Change

- 1.3 At this time, there are no environmental considerations as the kerbside collections have not been mandated for disposable vapes. The disposal of vapes and small electrical items is a key issue for resource management and the outcome of the government consultations is eagerly anticipated.

Completed by: Debbie Roberts, Head of Corporate Projects, Performance and Climate Change

2. Background to the Report

- 2.1 In January 2024, the government announced that disposable vapes will be banned in England. These changes have been made through powers conferred through s. 140 of the Environmental Protection Act 1990 (“the 1990 Act”) and section 62(2) of the Regulatory Enforcement and Sanctions Act 2008 (“the 2008 Act”). It is designed to ban the supply and sale of disposable vapes in England to prevent pollution to the environment and harm to animal health.
- 2.2 Disposable vapes are products that are not rechargeable and/or refillable; the products covered may contain liquid with or without nicotine.
- 2.3 There is growing concern over the environmental impacts of disposable vapes given their hard to recycle components and the increasing frequency in which these products are littered or thrown in the bin leading to harm to the environment and biodiversity.
- 2.4 On 28th December 2023, shortly before announcing the ban, the government also opened a 10-week consultation on reforming the producer responsibility system for waste electronic and electrical equipment (WEEE). This consultation explored extending the producer responsibility scheme to ensure the ‘polluter pays’ principle was fully implemented for WEEE items.
- 2.5 Amongst other themes, the consultation explored the role of local authorities in collecting and disposing of this waste stream, alongside other issues such as creating a new category for vapes. At the time of writing this report, the response to this consultation had not yet been released.
- 2.6 The proposed coming into force date for the ban is 1 April 2025, however, it is not known if this will align with any changes which arise from the electrical item consultation.
- 2.7 This report is for noting only at this time, until further guidance is released by the government on the scope of the potential WEEE kerbside collections, it is recommended that no further action is taken.
- 2.8 Any changes which are mandated because of legislative changes may be funded by the producers and therefore it would be premature to introduce significant collection changes before any funding opportunities are understood.

3. Key Considerations

- 3.1 This report is for noting only.

4. Other Options Considered

- 4.1 None. At this point there is no requirement to consider alternative options as no changes have been mandated.

5. Reasons for the Recommendations

- 5.1 To provide the Environment Overview and Scrutiny Committee with an update on the ongoing, high-level discussions around potential changes to the disposal of vapes.



SOUTH
KESTEVEN
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Environment Overview and Scrutiny Committee

Tuesday, 4 June 2024

Report of Councillor Rhys Baker
Cabinet Member for Environment and
Waste

Twin Stream Update

Report Author

Kay Boasman, Head of Waste Management and Market Services

kayleigh.boasman@southkesteven.gov.uk

Purpose of Report

To provide an update on the roll out of the twin stream project and the timelines for the reintroduction of contamination monitoring process for the dry mixed recycling (DMR) bins.

Recommendations

That the Committee:

1. Notes the contents of the report and the revised action plan for the reintroduction of the contamination monitoring process for the Dry Mixed Recycling waste stream.

Decision Information

Does the report contain any
exempt or confidential
information not for publication? No

What are the relevant corporate
priorities? Sustainable South Kesteven

Which wards are impacted? (All Wards);

1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, staffing, community safety, mental health and wellbeing and the impact on the Council's declaration of a climate change emergency, the following implications have been identified:

Finance and Procurement

- 1.1 The costs of the project are predominantly covered by Lincolnshire County Council, however, if the contamination rates cannot be reduced there is a possibility that any future costs in relation to this project would need to be sourced from South Kesteven's budget. However, this is a small risk and will be kept under review.

Completed by: Richard Wyles, Deputy Chief Executive and s151 Officer.

Legal and Governance

- 1.2 The report is for noting and there are no significant legal or governance implications arising from the report. It is important for Members to be aware of the revised action plan highlighted at Table 1.

Completed by: James Welbourn, Democratic Services Manager and Deputy Monitoring Officer

Health and Safety

- 1.3 The rejection of bins can lead to an increased risk of physical and verbal abuse towards operatives. Measures have been put in-place to address this and it will be monitored throughout the project.

Completed by: Phil Swinton, Emergency Planning and Health & Safety Lead

Climate Change

- 1.4 Reducing waste and maximising the quality of recycling waste is a key component of ensuring that the waste collection service align with the Council's declaration of a climate emergency and their commitment to addressing this.

Completed by: Debbie Roberts, Head of Corporate Projects, Performance and Climate Change

2. Background to the Report

- 2.1 In July 2019 the LWP commenced a trial to collect paper and card separately from the dry mixed recycling (DMR) collections in North Kesteven, Boston and South Holland. The trial was a success, contamination was reduced, and resident engagement was positive. Following the success of the trial, the LWP agreed to roll-out the twin stream recycling scheme across the county by 2024.
- 2.2 The benefits of the scheme include –
 - Improving the quality and volume of paper and card recycled,
 - Reducing contamination – the separated paper and card is higher quality and therefore it can be made into a higher quality product which can be recycled multiple times,
 - Improved DMR quality – as with paper and card, the higher quality the recyclate, the more it can be recycled in the future.
- 2.3 The twin stream rollout in South Kesteven began in Autumn 2023 with a programme of resident education and bin deliveries. The first paper and card collections took place in week commencing 5th February 2024; this collection was a resounding success. In March, 85.3% of residents presented a purple lidded bin for collection, of those presented only 0.74% were rejected due to contamination; this equates to a successful collection rate of 99.26%.
- 2.4 Alongside the new paper and card bin roll out, it was agreed that the contamination issue in the DMR bin would be addressed. SK's contamination rate was around the 30% mark, and it was agreed this would be addressed. Alongside proactive educational campaigns, a 'tag and take' exercise was undertaken to highlight to resident's the problematic items in their recycling waste; this included paper and card.
- 2.5 The DMR rejections began on the 19th February, however, there were a number of identified issues including –

- Up to 25% contamination rate on Day 1 and 2 – resulting in 7,000 rejected bins,
- Aggression and violence towards operatives delivering the service – a notable example being where the police were called after a bin was thrown by a resident at the crew and vehicle.
- Education campaign – multiple complaints from elected members and residents that they were unaware of the changes, suggesting that the education and ‘tag and take’ campaigns weren’t as successful as had been hoped.

2.6 Due to the escalation of the issues, it was agreed that rejections would be paused from Wednesday 21st February.

2.7 Although the initial rejection plan was paused, it was acknowledged that the Council would need to investigate the challenges and adapt the original plan to ensure it would be better suited and targeted to the needs of the residents.

2.8 To address the issues that occurred on the last attempt, a project group has been established which is made up of SKDC officers, LCC representatives and Cabinet representatives. The group assessed what could be done differently and decided that a data-driven, phased approach would be best. The new phased approach will be rolled out in three stages, details on each stage are shown in Table 1.

Table 1: Phased Approach to DMR Rejections

Date	Action	Additional information
Phase 1 - W/C 13 th May	<p>‘Oops’ tagging of bins contaminated with paper/card and plastics. These have been identified as the main contaminants.</p> <p>Copy of tag available in Appendix 1.</p>	<ul style="list-style-type: none"> • The tags are advisory only. • The tags are brightly coloured to grab the attention of residents. • Communications will be released in the run up to the tags and throughout the week. • Additional staff training has been organised to prevent inconsistent application.
Phase 2 – W/C 10 th June	Rejections will re-start. The criteria will be more relaxed (a common-sense approach will be applied – if the recycling is clean, dry and items of contamination are limited, the bin will be	<ul style="list-style-type: none"> • Data will continue to be collected and analysed to ensure resources are targeted effectively. • Training will continue to ensure consistency.

	taken) and there will be higher tolerances for paper/card.	<ul style="list-style-type: none"> Additional support will be provided to Parish Councils and community groups to help cascade the message.
Phase 3 – ongoing collections through summer	Rejections will continue with a targeted, data driven approach. The aim is to bring down contamination over the course of the summer using information to support the roll out.	<ul style="list-style-type: none"> Additional resources will be focussed in areas where the data suggests they are needed. The project group will meet regularly to assess and ‘tweak’ the plan as it is rolled out to ensure the plan is flexible to the needs of residents.

2.9 Phase 1 of the action plan is now complete, and feedback has been gathered on the use of the advisory ‘Oops’ tag. In general, the tag has been well received and generated discussions around contamination. However, some issues were highlighted including –

- Inconsistent use of the tag – it was identified that although most crews were using the tag as trained, there were some tags which were not being ticked to inform the resident of what the items of contamination were. Furthermore, there were reports of areas where very bin was tagged without being checked for contamination. These issues were addressed as soon as they came to light, however, to ensure this doesn’t happen with rejections the operatives will receive additional training in this area.
- Misunderstanding around soft plastics – it has been highlighted that some residents don’t understand the terminology ‘soft plastics’.
- General confusion around what can go in the silver bins – many residents have voiced confusion about what can go in each bin.

2.10 To address these issues and ensure wherever possible the confusion of residents is mitigated; the project group are continuing to explore how communications with residents can be improved over the course of the summer to ensure the information they need is readily available. Alongside the more relaxed rejection criteria, as outlined in Table 1, vulnerable residents will receive more support if required and Members can pass any concerns to the portfolio holder for action.

2.11 In addition, an All MemberBriefing has been arranged for Tuesday 4th June to update all members prior to the rejection process restarting.

2.12 As per the timetable in Table 1, this project will run throughout the summer with the aim of driving contamination down and the project group will feedback on progress to this Committee as required.

3. Key Considerations

3.1 This report is for noting only.

4. Other Options Considered

4.1 The alternative is to do nothing; however, contamination rates were at 30% prior to the introduction of these changes and in line with the commitment made with the Lincolnshire Waste Partnership (LWP), alongside SKDC's commitment to climate action, doing nothing is an unviable option.

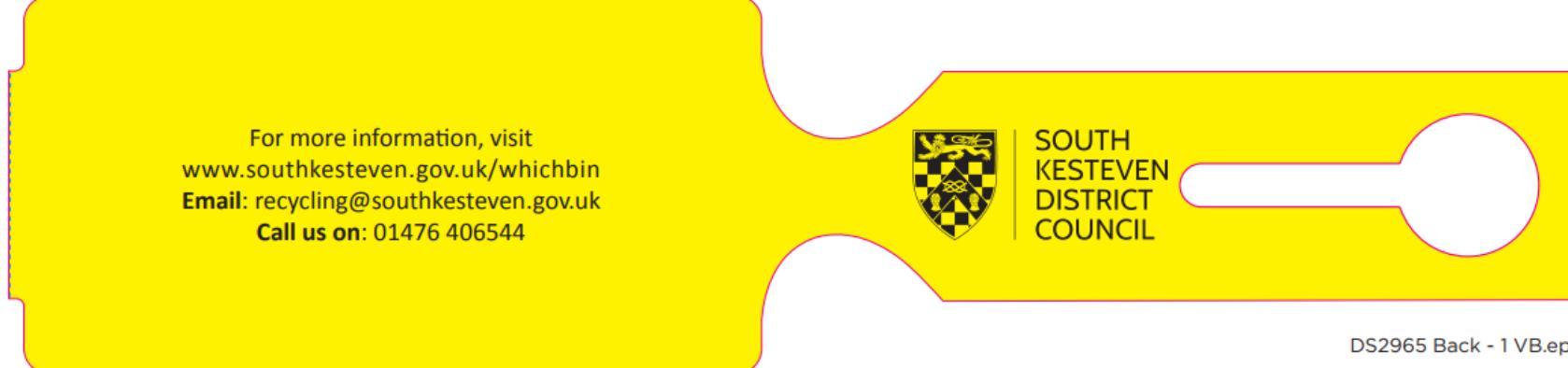
5. Reasons for the Recommendations

5.1 To provide the Environment Overview and Scrutiny Committee with an update on the action plan which has been agreed with LWP, the Cabinet representative and Officers.

6. Appendices

6.1 Appendix 1 – Oops Tag

Appendix 1 – Oops Tag



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SOUTH
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COUNCIL



Environment Overview and Scrutiny Committee

Tuesday, 4 June 2024

Report of Councillor Rhys Baker,
Cabinet Member for Environment and
Waste

Environment Act 2021 Update

Report Author

Kay Boasman, Head of Waste Management and Market Services

 kayleigh.boasman@southkesteven.gov.uk

Purpose of Report

To provide an update on the implementation timescales of the Environment Act 2021, in respect of:

- Simpler Recycling (previously Consistency in Recycling),
- Extended Producer Responsibility, and
- Deposit Return Scheme (DRS).

Recommendations

That the Committee:

1. Notes the contents of the report and the revised timescales applied by Government and future funding implications.

Decision Information	
Does the report contain any exempt or confidential information not for publication?	No
What are the relevant corporate priorities?	Sustainable South Kesteven
Which wards are impacted?	All Wards

1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, staffing, community safety, mental health and wellbeing and the impact on the Council's declaration of a climate change emergency, the following implications have been identified:

Finance and Procurement

- 1.1 The currently known financial implications are indicated within the report however, the full impact will only be known once DEFRA has released how the New Burdens Funding will operate. However at the time of compiling the report it is unclear if the funding will be sufficient to fund both the one-off costs and the future revenue and capital implications.

Completed by: Richard Wyles, Deputy Chief Executive and s151 Officer

Legal and Governance

- 1.2 The report is for noting and there are no significant legal or governance implications arising from the report. The Environment Act allows the UK to enshrine these environmental protection objectives into law.

Completed by: Graham Watts, Monitoring Officer

Risk and Mitigation

- 1.3 This report is for information only. The future level of risk is dependent on the future financial funding provided by Government. At this point we are still awaiting further information.

Completed by: Tracey Elliott, Governance & Risk Officer

Climate Change

1.4 The Environment Act offers new powers to set new binding targets, including for air quality, water, biodiversity, and waste reduction. The new policies outlined in this report regarding waste and street cleansing would, once implemented, support the improved recyclability of materials and the move towards a circular economy.

Completed by: Debbie Roberts, Head of Corporate Projects, Performance and Climate Change

2. Background to the Report

2.1 As previously reported to this Committee, the Government's Resources and Waste Strategy was published in 2018. The strategy outlined three interrelated projects –

1. Extended Producer Responsibility (EPR) – this initiative aimed at incentivising producers to reduce the amount of packaging they use through a series of fees which ensure producers pay for the costs of recycling their products.
2. Deposit Return Scheme (DRS) – this scheme covers a variety of 'in-scope' drinks containers and encourages recycling by levying a small, refundable charge for using a disposable drinks container.
3. Simpler Recycling – this was previously called 'Consistency in Household Collections' and the project aims to create a consistent set of recyclable materials across England to reduce confusion around what can and cannot be recycled.

Extended Producer Responsibility Update

2.2 Since the inception of the strategy, there have been several key consultations and delays. On the 28th July 2023 DEFRA wrote to all Chief Executives advising that the EPR payments would be deferred from October 2024 to October 2025. There are ongoing stakeholder engagement forums with DEFRA, these allow Local Authorities to engage directly with how the payment mechanism will look and Officers will continue to engage and feedback on progress.

Deposit Return Scheme Update

2.3 On 25th April 2024 DEFRA also announced that the introduction of the DRS would be delayed from an original start date of October 2025 to a revised go live date of October 2027. The scheme will be rolled out in three phases –

1. Phase 1 – regulations will be finalised, and Deposit Management Organisation (DMO) appointed.

2. Phase 2 – DMO(s) will be formally established to manage the scheme on behalf of the industry.
3. Phase 3 – rollout of the scheme will start in Spring 2026 and ensure the industry is operationally ready by the October 2027 deadline.

2.4 The in-scope materials are –

- Polyethylene terephthalate (PET) bottles, and aluminium and steel cans are included. This covers most of the standard plastic bottles and metal cans used as single-use drinks containers.
- Only containers which are 150ml – 3 litres in size are in-scope. Containers outside of this are covered by extended producer responsibility for packaging (pEPR).
- Glass is not in-scope and will be covered by the extended producer responsibility for packaging (pEPR).

2.5 This change will impact the volume of quality recyclable material collected by the authority and as developments are rolled out, it will be possible to analyse how this will look and what the impact will be for waste collection authorities. Further updates will be provided as updates and information are released by DEFRA.

Simpler Recycling Update

2.6 The most recent update from DEFRA to Chief Executives was issued on 9th May 2024 (Appendix 1), the letter confirmed the details of the Simpler Recycling reforms. Since the announcement of the strategy in 2018, Local Authorities have been aware that this is the change which will have the biggest impact on service delivery. The recent announcement has given clarity on how waste collection services will be required to operate from 31st March 2026. A comprehensive summary of the details from the release can be found in Appendix 2. Key highlights are -

- **Weekly kerbside food waste collections** will be required to all property types by 31st March 2026. Although this change was confirmed in an update in October 2023, alongside the confirmation of New Burden funding (covering capital transitional costs, resource transitional costs and ongoing resource costs), SKDC are still waiting for confirmation of the funding roll out. The capital transitional costs were confirmed in a letter from DEFRA sent to Chief Executives on 9th January 2024 (Appendix 4), however, SKDC have challenged the amount awarded and are still awaiting the result of the challenge.
- **Garden waste** – Council's will not be required to deliver the service for free, however, all properties (including flats) will be able to request the service.
- **Consistent kerbside collections** – a core set of recyclables will be required to be collected at kerbside by 31st March 2026. The core items include glass

bottles and jars, plastic pots, tubs and trays, plastic tubes, and Tetra Pak cartons.

- **Soft plastics and microfilms** to be collected at kerbside by 31st March 2027.

2.7 A statutory exemption has been proposed which will allow Councils to comingle all dry recyclable materials if required. This allows Councils to maintain existing arrangements as most provide some form of comingled recycling collection. It should be noted that this exemption has been offered to allow Councils to retain a level of flexibility in their approach to recycling and it is not advocating that Councils return to a fully comingled recycling collection.

Commercial Simpler Recycling

2.8 A key area of change is the alignment of commercial and domestic waste collection services; all non-household premises will be required to present food waste, residual waste, and dry recyclables separately by 31st March 2025. There is no requirement to separately collect garden waste from businesses currently.

2.9 This will include businesses with 10 or more FTE staff and includes schools and hospitals. Micro firms (less than 10 employees) will be required to conform to the changes by 31st March 2027.

2.10 The service currently has 746 customers; of these 175 (23.5%) are food outlets, however, only 27 (3.6%) are estimated to have 10 or more employees. This means that, for 96.4% of the current customer base, there is either no requirement for a separate food waste collection or there will be no requirement to collect food waste until 31st March 2027.

2.11 Currently, the Councils Commercial Waste Service collects residual waste and dry mixed recycling waste separately; thus, making it compliant in these two areas. However, separate food waste collections are not offered. There are 2 options available to address this –

1. Make no change to the commercial offering – this may result in losing customers who produce food waste and will need to arrange a separate collection for their food waste. It is inconvenient to establish two waste contracts and therefore it's likely customers will select an operator that can collect all the waste streams.
2. Enhance the commercial offering to include food waste – there would be significant costs attached to this option. To explore this option comprehensively, an in-depth business analysis of costs and potential income would be required.

2.12 Initial high-level cost estimates suggest that the annual operating cost of the service would be £159,331 per annum. Table 1 shows a breakdown of this figure.

Table 1 – Commercial Food Waste Service Annual Operating Costs

Direct Operating Costs	Annual
Driver - full time	£36,398.70
Overtime / Cover	£3,033.23
Back Office Support	£26,000.00
Disposal (forecast £20 per tonne including transport costs from LCC)	£18,200.00
Vehicle Repairs	£15,000.00
Vehicle Tyres	£2,500.00
Vehicle Depreciation	£20,400.00
Total Transport Expenses (Fuel 100 miles @ £150 per day)	£37,800.00
Annual Operating Cost	£159,331.93

2.13 Initial capital investment would be required for the specialist food waste collection vehicle; these are currently retailing at £90,000 - £100,000 depending on type required (the type of vehicle required will be linked to the disposal tipping specifications).

2.14 A further consideration for food waste is the potential financial savings which can be achieved when removing food waste from the residual waste stream. Based on estimates of the current level of food waste within the commercial residual stream, it is estimated that around £74,000 p/a could be saved on disposal costs. This financial saving is linked to the cost of waste disposal – when mixed with residual waste it costs around £100 per tonne for disposal, if the food waste is separated and sent for anaerobic digestion the cost is around £20 per tonne.

2.15 Any savings in disposal costs would be used to offset the annual operating costs as highlighted in Table 1; based on estimated costs this would mean a net annual operating cost of around £85,331.93 p/a. The operating costs would be further offset by service charges; however, more work is required to ascertain what level these charges would sit at.

2.16 Alongside the financial commitment, Table 2 highlights additional potential risks for both options covered in 2.11.

Table 2 – Risk Analysis

Risks associated with offering the commercial food waste service	Risks associated with NOT offering the commercial food waste service
Operator's Licence – The Operators Licence for Mowbeck Depot only allows for 38 vehicles, currently there are 37 vehicles registered on the licence. The additional vehicle would fill the allocation and remove the spare capacity. This would leave us at	Loss of customers – Customers who require a food waste collection would potentially move to a provider who caters to all their collection needs. It is unlikely that customers would want to organise separate waste

<p>risk if we needed to acquire an additional vehicle for one of the statutory services.</p>	<p>collection contracts if a single provider is available.</p>
<p>Low uptake –</p> <p>Currently, only xx% of SKDC Commercial Waste customers would require the service. This would not be enough demand to fully utilise the vehicle thus, there is a risk that the demand wouldn't be enough for the service to cover its operating costs.</p>	<p>Reputational damage –</p> <p>Risk of damage to reputation for not offering the service.</p>
<p>Competition –</p> <p>Although currently there is limited competition for this service, the industry is gearing up for the change. At this stage, the level of potential competition is unknown, however, it is expected that many of the larger collection companies will offer this service alongside their current offer and at competitive rates.</p>	

2.17 To explore the option of a weekly commercial food waste collection service comprehensively, an in-depth business analysis of costs and potential income would be required. However, the limitations of the Operators Licence for the current depot mean that, currently, it is unlikely to be a feasible option. Additionally, analysis of the current customer base indicates that the majority of customers who do require a food waste collection, won't be required to separate this waste until 31st March 2027.

2.18 A summary of the timelines for the various projects highlighted in this section can be found in Appendix 3.

3. Key Considerations

3.1 This report is for noting only.

4. Other Options Considered

4.1 None. The Environmental Act 2021 is a vehicle for a number of DEFRA environmental policies and sets out the legal framework for significant reforms to local authority waste and recycling services, as well as creating new statutory duties for local authorities.

5. Reasons for the Recommendations

5.1 To provide the Environment Overview and Scrutiny Committee with an update on the Environment Act 2021 and DEFRA consultations and provide an update on how local authorities are affected by the change of policy direction.

6. Consultation

6.1 South Kesteven officers as part of the Lincolnshire Waste Partnership have been involved with members of the waste industry bodies, so as to engage closely with DEFRA to support the ongoing development of these new policies.

7. Background Papers

7.1 None

8. Appendices

Appendix 1 – DEFRA Letter – Simpler Recycling reforms from Emma Bourne

Appendix 2 – DCN Briefing – Waste Consistency Consultation Outcome FINAL

Appendix 3 – Summary of Timelines

Appendix 4 – DEFRA Letter – Indicative Capital Funding



Date: 9 May 2024

Dear Chief Executive,

Simpler Recycling in England - updates on additional consultations

Today, [Thursday 9 May](#), we have published two government responses confirming the details of our Simpler Recycling reforms. This will enable local authorities and other waste collectors in England to move forward and ensure a common-sense approach that is both easy and effective for everyone.

As announced in [October 2023](#), local authorities and other waste management organisations will be required to collect the same recyclable materials from all non-household municipal premises (such as businesses, hospitals and schools) by 31 March 2025 and households by 31 March 2026. Micro-firms (businesses with fewer than 10 full-time employees) will be required to comply with these reforms by 31 March 2027.

Exemptions and statutory guidance for Simpler Recycling in England

The government response to the consultation on [exemptions and statutory guidance for Simpler Recycling in England](#) confirms arrangements on how recyclable materials can be collected. We will provide exemptions to allow for the collection of all dry recyclables (paper and card, plastic, metal, glass) together in one container, and food and garden waste together in another container. This means that local authorities and other waste collectors will retain the flexibility to collect the recyclable waste streams in the most appropriate way ensuring recycling is as simple as possible.

We have outlined our policy positions to be included in statutory guidance, including guidance that local authorities should provide a minimum fortnightly collection of residual waste, alongside a weekly food waste collection.

Additional policies related to Simpler Recycling

We have also published the government response to the consultation on [additional policies related to Simpler Recycling](#), expanding the list of non-domestic premises. Aligning with the [Controlled Waste \(England and Wales\) Regulations 2012](#), these include places of worship, penal institutes, charity shops, residential hostels, and premises used for public meetings.

The [Digital Waste Tracking](#) service, being introduced from April 2025, will be used by waste

collectors to record the types of waste collected and which waste is being co-collected under Simpler Recycling. This will help to improve data on recycling services.

Next Steps

It is our intention to introduce regulations as part of the new Simpler Recycling legislation before summer recess.

This legislation sits alongside regulations to underpin the implementation of [packaging Extended Producer Responsibility](#) that was notified to the World Trade Organisation and European Union last week, and regulations to take forward the implementation of the [Deposit Return Scheme for drink containers](#) that was similarly notified in April, to form an ambitious set of collection and packaging reforms.

We have brought forward up to £295 million in capital funding to roll out weekly food waste collections across England. This will cover the cost of additional bins and vehicles. We will also be providing resource funding to be spent from 2024/25 to support local authorities to transition to the implementation of weekly food waste collections where they need to expand or introduce weekly food waste collections from households. Local authorities will receive ongoing resource funding from 1 April 2026.

Find out more

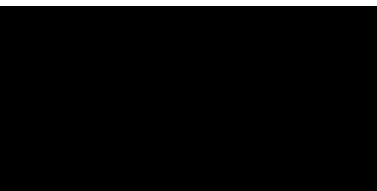
We are hosting a Local Authority Engagement Forum on Wednesday 15 May 2024, 2pm-3.30pm. This session will provide local authorities in England more information about the Simpler Recycling government responses and next steps towards implementation. This is an invite only session. Please [email](#) if you have not received an invite or would like to receive one.

I want to thank you, and your teams, for all your support in working towards our shared outcome of increasing recycling rates in a way that works for local government.

Simpler Recycling constitutes a significant step towards meeting our [25 Year Environment Plan](#) commitment to eliminate avoidable waste by 2050 and will help towards meeting our recycling ambition of 65% of municipal (household-like) waste to be recycled by 2035. It will also enable us to make significant carbon savings and is key to meeting our net zero ambitions.

Together, we will strive to deliver on effective Simpler Recycling reforms across England.

Best wishes,



Emma Bourne OBE
Director - Resources & Waste
Department for Environment, Food and Rural Affairs

Consistency in Household & Business Recycling in England – consultation outcome

Briefing for Leaders & Chief Executives

Date: October 2023

Contact: DCN@Local.gov.uk



The DCN broadly welcomes the government's announcement that councils will retain the freedom to decide how to collect recycling and to set local garden waste fees. This is a victory for the DCN and sector partners who have campaigned against a one-size-fits all waste footprint being imposed.

Retaining proposals to let residents recycle more at home – whilst allowing councils to decide how to collect recycling – should ultimately result in higher levels of recycling. The requirement for all services to be provided to all properties by **31st March 2026** – including high-density flats and remote properties – will present challenges for many councils.

The DCN will proactively engage officials and ministers to highlight any concerns and work to find solutions in order to support our members councils.

However, we remain concerned that capital new burdens funding for new food waste collections will not be sufficient for all councils and disadvantage those who have recently introduced the service in advance of this announcement. Many districts are likely to struggle to meet any additional costs alongside growing demand for our other services.

Consistency in recycling – key points

The key points of interest for waste collection authorities are as follow:

- Councils will retain local discretion to choose how to collect the 'core' recyclables how they see best, including where councils operate kerbside-sort systems.
- All local councils will be required to provide a weekly food waste collection to all property types **by 31st March 2026**. We expect councils to receive a s.31 notice of capital funding **by the end of 2023**.
- Proposals for free garden waste collections have been scrapped – as have plans to cap councils' charges. However, all properties including flats will be able to request this service.
- The government will also consult on a statutory requirement for councils to collect residual waste every fortnight. This document rules out compensating councils for costs incurred moving from three-weekly collections back to fortnightly.
 - The document indicates that fortnightly collections should not be treated as a minimum – though introducing weekly residual collections alongside food waste collections would be counterintuitive and incur unnecessary expense.
- Kerbside collections of soft plastics and microfilms will be required to start by **31st March 2027**.
- Recyclables and food waste must be presented separately by non-domestic properties **by 31st March 2025** – with proposals to widen this to include charity shops, places of worship and hostels.
- New burdens funding will only be provided for weekly food waste collections, based on modelled costs. This will cover capital expenditure (vehicles and containers), initial transitional costs, resource costs (for vehicle re-routing and communications) and ongoing service costs.

Consistent kerbside collections

- A core set of recyclables will be required to be collected at kerbside by 31st March 2026: glass bottles and jars, plastic pots, tub and trays, plastic tubes and TetraPak cartons.

- Plastic film packaging and plastic bags will be required to be collected by 31st March 2027.
- A statutory exemption will be proposed to allow councils to comingle all dry recyclable materials as they decide – allowing them to retain existing arrangements.
- The government stated its ambition for all food waste to be processed by Anaerobic Digestion plants. Regulations will set out any materials that councils would not be expected to collect in food and garden waste bins.
 - The response indicates no decision has been made on requiring councils to provide caddy liners – it will collect further evidence to decide on a policy which promotes ‘the best environmental outcomes.’
- Weekly food waste collections must be in place by 31 March 2026 – except where transitional arrangements are required due to long-term waste disposal contracts.
 - Transitional arrangements will only be available to disposal authorities where DEFRA is made aware of the need for these arrangements in order to avoid contract breaking.
 - The government indicates it would not provide value for money to compensate disposal authorities to vary or break their contracts.
 - It will also not compensate disposal authorities for financial penalties from the reduction of residual waste once food waste collections come into force.
 - Any collection authorities eligible for transitional arrangements will be named in forthcoming regulations – following one-to-one engagement last year – alongside the date they will be required to commence their food waste collections.
- If councils decide to comingle food and garden waste – these collections must be provided freely and weekly by 31st March 2026.
 - There will be no requirement to separately collect compostable or biodegradable plastic packaging due to concerns about its recyclability.

Consistency – new burdens and ongoing funding

- New burdens funding will only be provided for weekly food waste collections, based on ‘reasonable’ modelled costs. This funding is intended to cover capital expenditure (vehicles and containers), resource costs and ongoing costs (from collection and disposal).
 - For any councils who already provide a food waste service – the consultation rules out compensating any capital incurred before 31 March 2023. These councils are also ineligible for transitional funding.
 - However, **all waste collection authorities** will receive new burdens funding for ongoing service costs. We await further detail on this portion of funding.
 - The consultation response indicates the government will not ‘meet all additional expenditure by local authorities regardless of value for money’, such as where a new depot is required.
- Where new costs are incurred to meet the requirement to collect all dry recyclables at kerbside – the government’s expectation is that this will be covered through EPR funding allocations.
- Ongoing transition funding will be provided to local authorities named in the forthcoming regulations as requiring a transitional arrangement for food waste collections.
- The government does not intend to modify or amend the recycling credits mechanism at this stage – however it indicates it will monitor this source of income as EPR is introduced.

Changes to business recycling

- All non-households premises firms will be required to present dry recyclables, residual waste and food waste separately by 31st March 2025.
 - This will include any businesses with over 10 FTE staff, schools, hospitals – and a further consultation proposes this will be expanded to include: places of worship, charity shops, prisons and residential hostels.
 - All firms, including micro firms, will be required to comply with the above requirements by 31 March 2027.
- This earlier date is intended to reflect flexibility in commercial waste contracts.

- However, this will affect councils who provide business waste collections as a source of vital additional income. This variation in dates could present operational challenges, in particular for the separate collection of food waste.

Next steps

- The DCN will be promptly engaging officials and ministers with our most pressing concerns, including on the following issues:
 - Inequity of funding for councils who have adopted food waste collections in anticipation of consistency reforms.
 - Push for a national awareness campaign leading up to implementation of reforms.
- The DCN will be submitting a response to the promised statutory guidance consultation when it is released. We will engage with our member councils shortly to capture useful evidence to inform this and future work in this area.

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Appendix 3 - Summary of Timelines

Date	31 st March 2025	1 st October 2025	31 st March 2026	31 st March 2027	1 st October 2027
Dry Recycling Material Changes	✓ Businesses		✓ Households		
Separate Weekly Food Waste Collections	✓ Businesses (not weekly)		✓ Households	✓ Micro Firms (not weekly)	
Plastic Film Collections				✓ All	
Garden Waste Requirements			✓ Households		
New requirements for minimum collections of residual waste			✓ Households		
Extended Producer Responsibility Payments		✓ Payments to LA's for financial year 25/26			
Deposit Return Scheme					✓ Scheme Commencement

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9 January 2024

Dear Chief Executive,

Weekly food waste collections – indicative capital transitional costs for the introduction of weekly food waste collections

Thank you for your continued engagement with our Collection and Packaging Reforms, including Simpler Recycling. Through Simpler Recycling, we will ensure that people across England are able to recycle the same materials, putting an end to confusion over what can and cannot be recycled in different parts of country; and introduce weekly collections of food waste.

I am writing to provide further detail on the indicative transitional capital funding to fund waste collection authorities (WCAs) for the delivery of weekly food waste collections (subject to Ministerial approval). This will come into effect for households from 1 April 2026, as required under s45A of the Environmental Protection Act 1990 (introduced by the [Environment Act 2021 \(legislation.gov.uk\)](#)). Further details can be found in the [Simpler Recycling Government response](#). Details of the funding are provided in Annex A. If you are due to receive a bespoke transitional arrangement (delayed food waste implementation date) then you will not receive the funding listed until an appropriate point before your bespoke transitional arrangement is due to end. This is to ensure that there is no funding in advance of need.

Please respond to recycling@defra.gov.uk by 19 January 2024, confirming the bank account (account name, sort code, account number) on header paper, signed by a senior responsible officer or authorised finance officer, to which grant payments should be made. It will not be possible for us to provide capital payments until this has been provided.

This capital funding is intended for the purchase of food bins (this includes internal kitchen caddies, external kerbside caddies and communal bins) and food waste collection vehicles. This funding will be provided through Section 31 grants. Letters will be sent to local authorities this financial year on a non-ring-fenced basis.

The funding has been calculated in collaboration with the Waste Resources Action Programme (WRAP). It has been modelled using a bottom-up modelling approach that has involved creating modules for common service areas, typically operated within each council area. The key modules are kerbside, flatted/communal and remote rural properties. The modules each contain standard groupings to account for contextual and service variation within each council area to reflect the different cost profiles for each housing stock type. The cost values are scaled by the numbers of properties reported in each council area to provide a unique cost allocation for each council. The model accounts for a number of variables including rurality, levels of deprivation, number of kerbside and flatted properties, configuration of flatted properties, food waste yields, vehicle and container unit costs, and average collection round sizes.

To ensure the model is as robust as possible, the assumptions and outputs have been tested with colleagues in the Department for Levelling Up, Housing and Communities, local authority associations and some local authorities before sharing this information with you.

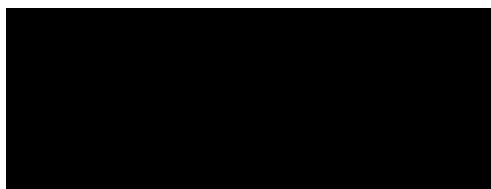
To set this in context, I would like to set out when you should expect all sources of funding in relation to Simpler Recycling. It is our intention that:

- Capital transitional costs, as above, will be funded in the 2023/24 financial year. This funding will be provided to waste collection authorities that need to implement or extend a weekly food waste collection service, either partially or fully.
- Resource transitional funding will be provided from the 2024/25 financial year. This money will be provided to waste collection authorities that either need to implement a weekly food waste collection service partially or fully.

- Ongoing resource/revenue costs will be provided from 1 April 2026 and will be provided to all waste collection authorities, including those that have already fully implemented a food waste collection service.
- We are currently calculating transitional and ongoing resource costs and will be writing to you on these in due course.

If you have any questions regarding this letter, please do not hesitate to contact recycling@defra.gov.uk.

Yours sincerely,



Emma Bourne

Director, Resources and Waste

Annex A: funding allocations

LA	Kitchen caddies (plus spares)	Kerbside caddies (plus spares)	Communal wheeled bins (plus spares)	Vehicles (Plus spares)	Total funding
Adur District Council	£60,900	£140,070	£0	£306,900	£507,870
Amber Valley Borough Council	£115,899	£257,101	£11,466	£818,400	£1,202,866
Arun District Council	£163,800	£376,740	£0	£1,125,300	£1,665,840
Ashfield District Council	£116,372	£267,654	£0	£511,500	£895,526
Ashford Borough Council	£10,500	£24,150	£0	£102,300	£136,950
Barking and Dagenham London Borough	£166,186	£227,995	£186,802	£716,100	£1,297,083
Barnet London Borough	£330,922	£380,411	£461,109	£1,534,500	£2,706,942
Barnsley Metropolitan Borough Council	£239,400	£550,620	£0	£1,023,000	£1,813,020
Basildon District Council	£0	£0	£0	£102,300	£102,300
Basingstoke and Deane Borough Council	£168,113	£337,066	£60,068	£818,400	£1,383,648
Bassetlaw District Council	£112,100	£254,705	£3,785	£716,100	£1,086,690
Bath and North East Somerset Council	£210	£483	£0	£0	£693
Bedford UA	£163,065	£337,332	£45,683	£1,023,000	£1,569,080
Bexley London Borough	£36,435	£0	£101,498	£102,300	£240,233
Birmingham City Council	£955,500	£1,762,950	£526,500	£3,580,500	£6,825,450
Blaby District Council	£92,646	£211,544	£1,866	£613,800	£919,856
Blackburn with Darwen Borough Council	£132,930	£293,181	£15,210	£716,100	£1,157,421
Blackpool Borough Council	£148,029	£280,285	£72,891	£613,800	£1,115,005

Bolsover District Council	£0	£180,154	£0	£511,500	£691,654
Bolton Metropolitan Borough Council	£3,677	£383,946	£10,243	£818,400	£1,216,267
Boston Borough Council	£65,785	£151,039	£322	£511,500	£728,645
Bournemouth, Christchurch and Poole Council	£147,956	£98,455	£292,915	£613,800	£1,153,126
Bracknell Forest Borough Council	£20,425	£0	£56,897	£102,300	£179,622
Braintree District Council	£32,531	£38,384	£44,132	£204,600	£319,648
Breckland District Council	£128,751	£296,127	£0	£716,100	£1,140,978
Brent London Borough	£26,082	£0	£72,657	£102,300	£201,039
Brentwood Borough Council	£8,610	£19,803	£0	£102,300	£130,713
Brighton and Hove Council	£294,000	£480,102	£237,510	£1,432,200	£2,443,812
Bristol Council	£0	£0	£0	£0	£0
Broadland District Council	£0	£0	£0	£0	£0
Bromley London Borough	£13,742	£0	£38,282	£0	£52,025
Bromsgrove District Council	£87,488	£201,223	£0	£613,800	£902,511
Broxbourne Borough Council	£14,282	£0	£39,786	£0	£54,068
Broxtowe Borough Council	£105,355	£242,316	£0	£716,100	£1,063,771
Buckinghamshire Council	£60,108	£77,005	£74,178	£409,200	£620,491
Burnley Borough Council	£91,193	£209,743	£0	£409,200	£710,135
Bury Metropolitan Borough Council	£0	£395,336	£14,625	£1,329,900	£1,739,861
Calderdale Metropolitan Borough Council	£12,600	£0	£35,100	£102,300	£150,000
Cambridge City Council	£13,257	£567,965	£0	£1,943,700	£2,524,922

Camden London Borough	£52,225	£0	£145,484	£409,200	£606,909
Cannock Chase District Council	£93,771	£212,520	£3,820	£716,100	£1,026,211
Canterbury City Council	£0	£0	£0	£0	£0
Castle Point Borough Council	£0	£0	£0	£0	£0
Central Bedfordshire UA	£39,900	£17,026	£90,529	£306,900	£454,355
Charnwood Borough Council	£164,010	£377,223	£0	£818,400	£1,359,633
Chelmsford Borough Council	£21,210	£48,783	£0	£102,300	£172,293
Cheltenham Borough Council	£0	£0	£0	£0	£0
Cherwell District Council	£4,200	£0	£11,700	£102,300	£118,200
Cheshire East UA	£29,547	£840,758	£0	£1,841,400	£2,711,705
Cheshire West and Chester UA	£25,200	£0	£70,200	£102,300	£197,700
Chesterfield Borough Council	£10,672	£216,896	£25,933	£511,500	£765,001
Chichester District Council	£124,998	£229,995	£69,644	£818,400	£1,243,037
Chorley Borough Council	£110,126	£248,750	£5,499	£818,400	£1,182,775
City of Bradford Metropolitan District Council	£489,300	£1,125,390	£0	£2,046,000	£3,660,690
City of London	£12,621	£0	£35,159	£0	£47,780
Colchester Borough Council	£24,786	£0	£69,048	£102,300	£196,134
Cornwall County UA	£586,784	£1,349,603	£0	£3,580,500	£5,516,888
Cotswold District Council	£0	£0	£0	£0	£0
Coventry City Council	£47,290	£627,972	£68,942	£1,125,300	£1,869,505
Crawley Borough Council	£98,748	£174,851	£63,309	£511,500	£848,408
Croydon London Borough	£12,111	£0	£33,737	£0	£45,848

Cumberland UA	£279,670	£596,495	£56,616	£1,636,800	£2,569,581
Dacorum Borough Council	£0	£0	£0	£0	£0
Darlington Borough Council	£109,931	£245,234	£9,214	£818,400	£1,182,778
Dartford Borough Council	£102,837	£190,640	£55,575	£511,500	£860,552
Derby City Council	£96,398	£460,400	£96,285	£1,023,000	£1,676,084
Derbyshire Dales District Council	£0	£0	£0	£0	£0
Doncaster Metropolitan Borough Council	£303,072	£640,743	£68,217	£1,227,600	£2,239,632
Dorset Council	£0	£0	£0	£0	£0
Dover District Council	£5,292	£0	£14,742	£0	£20,034
Dudley Metropolitan Borough Council	£341,055	£692,091	£111,834	£1,534,500	£2,679,480
Durham County UA	£529,410	£1,203,153	£17,550	£2,966,700	£4,716,813
Ealing London Borough	£53,309	£0	£148,502	£204,600	£406,411
East Cambridgeshire District Council	£84,926	£195,330	£0	£613,800	£894,056
East Devon District Council	£0	£0	£0	£0	£0
East Hampshire District Council	£122,942	£282,768	£0	£920,700	£1,326,410
East Hertfordshire District Council	£140,515	£254,237	£83,509	£1,023,000	£1,501,261
East Lindsey District Council	£157,500	£362,250	£0	£920,700	£1,440,450
East Riding of Yorkshire Council	£14,872	£771,003	£11,700	£2,148,300	£2,945,875
East Staffordshire Borough Council	£111,888	£241,882	£18,726	£613,800	£986,295
East Suffolk District Council	£252,504	£580,759	£0	£1,534,500	£2,367,763
Eastbourne Borough Council	£104,843	£241,138	£0	£511,500	£857,480
Eastleigh Borough Council	£6,388	£0	£17,796	£0	£24,184
Elmbridge Borough Council	£5,529	£0	£15,403	£0	£20,932

Enfield London Borough	£111,300	£62,790	£234,000	£511,500	£919,590
Epping Forest Borough Council	£0	£0	£0	£0	£0
Epsom and Ewell Borough Council	£1,586	£0	£4,417	£102,300	£108,302
Erewash Borough Council	£111,682	£256,869	£0	£716,100	£1,084,651
Exeter City Council	£101,770	£187,684	£56,183	£511,500	£857,138
Fareham Borough Council	£106,065	£218,335	£31,023	£613,800	£969,223
Fenland District Council	£95,550	£219,765	£0	£511,500	£826,815
Folkestone and Hythe District Council	£1,239	£0	£3,451	£0	£4,690
Forest of Dean District Council	£0	£0	£0	£0	£0
Fylde Borough Council	£85,231	£186,607	£11,413	£511,500	£794,751
Gateshead Metropolitan Borough Council	£198,156	£399,195	£68,509	£818,400	£1,484,260
Gedling Borough Council	£109,158	£251,063	£0	£613,800	£974,021
Gloucester City Council	£9,633	£1,096	£25,506	£102,300	£138,535
Gosport Borough Council	£79,044	£181,801	£0	£409,200	£670,045
Gravesham Borough Council	£8,520	£971	£22,558	£102,300	£134,348
Great Yarmouth Borough Council	£100,338	£196,967	£40,950	£511,500	£849,755
Greenwich London Borough	£52,139	£0	£145,244	£204,600	£401,983
Guildford Borough Council	£3,452	£0	£9,617	£0	£13,070
Hackney London Borough	£24,375	£0	£67,901	£102,300	£194,576
Halton Borough Council	£122,661	£279,614	£3,036	£613,800	£1,019,111
Hammersmith and Fulham London Borough	£180,556	£297,064	£143,179	£818,400	£1,439,199

Harborough District Council	£87,297	£200,783	£0	£613,800	£901,880
Haringey London Borough	£12,600	£0	£35,100	£0	£47,700
Harlow District Council	£20,194	£0	£56,254	£0	£76,447
Harrogate Borough Council	£159,600	£352,590	£17,550	£1,227,600	£1,757,340
Harrow London Borough	£0	£0	£0	£0	£0
Hart District Council	£89,011	£179,420	£30,648	£511,500	£810,579
Hartlepool Borough Council	£88,830	£194,649	£11,700	£511,500	£806,679
Hastings Borough Council	£92,545	£192,775	£24,318	£511,500	£821,138
Havant Borough Council	£110,313	£253,720	£0	£511,500	£875,533
Havering London Borough	£227,243	£431,831	£110,009	£1,125,300	£1,894,383
Herefordshire Council	£186,276	£405,609	£27,647	£1,227,600	£1,847,132
Hertsmere Borough Council	£15,958	£192,693	£44,454	£511,500	£764,605
High Peak Borough Council	£0	£200,638	£4,095	£716,100	£920,833
Hillingdon London Borough	£52,206	£0	£145,431	£409,200	£606,837
Hinckley and Bosworth Borough Council	£107,587	£247,451	£0	£716,100	£1,071,138
Horsham District Council	£137,750	£275,638	£49,883	£1,023,000	£1,486,271
Hounslow London Borough	£33,833	£0	£94,249	£102,300	£230,382
Hull City Council	£25,040	£485,019	£64,163	£920,700	£1,494,922
Huntingdonshire District Council	£171,908	£359,536	£43,425	£1,227,600	£1,802,468
Hyndburn Borough Council	£77,700	£178,710	£0	£409,200	£665,610
Ipswich Borough Council	£129,465	£248,774	£59,342	£511,500	£949,081
Isle of Wight Council	£0	£0	£0	£0	£0
Isles of Scilly Council	£0	£0	£0	£0	£0

Islington London Borough	£130,200	£0	£362,700	£613,800	£1,106,700
Kensington and Chelsea Royal Borough	£186,369	£296,272	£160,331	£920,700	£1,563,672
Kings Lynn and West Norfolk Borough Council	£294	£0	£819	£0	£1,113
Kingston upon Thames Royal Borough	£15,007	£0	£41,804	£102,300	£159,111
Kirklees Council	£396,480	£911,904	£0	£1,636,800	£2,945,184
Knowsley Metropolitan Borough Council	£147,842	£332,005	£9,729	£716,100	£1,205,675
Lambeth London Borough	£115,500	£0	£321,750	£716,100	£1,153,350
Lancaster City Council	£132,909	£301,972	£4,505	£1,023,000	£1,462,385
Leeds City Council Metropolitan Borough Council	£750,095	£1,226,115	£604,504	£4,296,600	£6,877,314
Leicester City Council	£296,898	£523,359	£193,190	£1,227,600	£2,241,048
Lewes District Council	£0	£0	£0	£0	£0
Lewisham London Borough	£130,200	£0	£362,700	£511,500	£1,004,400
Lichfield District Council	£94,496	£210,680	£8,067	£818,400	£1,131,643
Lincoln City Council	£94,962	£196,938	£26,009	£511,500	£829,410
Liverpool City Council	£451,370	£835,590	£245,337	£1,841,400	£3,373,697
London Borough of Richmond upon Thames	£37,615	£14,065	£87,750	£409,200	£548,630
Luton Borough Council	£175,684	£321,963	£99,450	£818,400	£1,415,497
Maidstone Borough Council	£0	£0	£0	£0	£0
Maldon District Council	£2,667	£0	£7,430	£0	£10,097
Malvern Hills District Council	£78,691	£173,281	£9,337	£716,100	£977,409
Manchester City Council	£102,306	£833,576	£284,994	£1,841,400	£3,062,276
Mansfield District Council	£102,896	£236,660	£0	£511,500	£851,056

Medway Borough Council	£53,567	£32,617	£109,717	£306,900	£502,801
Melton Borough Council	£46,830	£107,023	£831	£409,200	£563,884
Merton London Borough	£29,400	£3,260	£77,951	£204,600	£315,212
Mid Devon District Council	£0	£0	£0	£0	£0
Mid Suffolk District Council	£104,393	£232,830	£8,810	£716,100	£1,062,133
Mid Sussex District Council	£136,145	£264,887	£58,436	£613,800	£1,073,268
Middlesbrough Borough	£127,071	£292,263	£0	£511,500	£930,834
Milton Keynes Council	£14,234	£0	£39,651	£102,300	£156,185
Mole Valley District Council	£3,427	£0	£9,547	£0	£12,974
New Forest District Council	£173,586	£399,248	£0	£1,227,600	£1,800,434
Newark and Sherwood District Council	£111,993	£257,584	£0	£613,800	£983,377
Newcastle City Council	£289,380	£521,287	£174,757	£1,227,600	£2,213,024
Newcastle-under-Lyme Borough Council	£4,305	£9,902	£0	£0	£14,207
Newham London Borough	£267,943	£340,607	£333,877	£1,125,300	£2,067,727
North Devon District Council	£0	£0	£0	£0	£0
North East Derbyshire District Council	£2,226	£228,266	£0	£613,800	£844,292
North East Lincolnshire Council	£150,738	£327,165	£23,657	£716,100	£1,217,660
North Hertfordshire District Council	£0	£0	£0	£0	£0
North Kesteven District Council	£97,793	£224,923	£0	£613,800	£936,516
North Lincolnshire Council	£158,987	£357,381	£10,039	£1,023,000	£1,549,407
North Norfolk District Council	£115,584	£265,843	£0	£716,100	£1,097,527

North Northamptonshire	£228,768	£518,921	£8,775	£1,739,100	£2,495,563
North Somerset Council	£14,213	£0	£39,593	£0	£53,806
North Tyneside Metropolitan Borough Council	£212,810	£388,612	£122,148	£920,700	£1,644,270
North Warwickshire Borough Council	£525	£136,182	£0	£409,200	£545,907
North West Leicestershire District Council	£104,838	£241,128	£0	£716,100	£1,062,066
North Yorkshire Council	£462,512	£1,050,235	£16,403	£3,273,600	£4,802,751
Northumberland County UA	£304,920	£701,297	£23	£1,943,700	£2,949,940
Norwich City Council	£0	£0	£0	£0	£0
Nottingham City Council	£275,100	£632,730	£0	£1,023,000	£1,930,830
Nuneaton and Bedworth Borough Council	£90,594	£246,678	£29,648	£613,800	£980,720
Oadby and Wigston Borough Council	£47,859	£110,076	£0	£306,900	£464,835
Oldham Metropolitan Borough Council	£15,330	£0	£42,705	£102,300	£160,335
Oxford City Council	£0	£0	£0	£0	£0
Pendle Borough Council	£85,302	£194,393	£2,182	£511,500	£793,377
Peterborough City Council	£0	£0	£0	£0	£0
Plymouth City Council	£243,062	£491,955	£81,257	£1,125,300	£1,941,574
Portsmouth City Council	£0	£0	£0	£0	£0
Preston City Council	£136,836	£314,723	£0	£613,800	£1,065,359
Reading Borough Council	£6,949	£15,982	£0	£102,300	£125,231
Redbridge London Borough	£227,949	£417,645	£129,156	£1,023,000	£1,797,750
Redcar and Cleveland Borough Council	£129,253	£297,282	£0	£613,800	£1,040,335

Redditch Borough Council	£76,963	£172,185	£5,850	£511,500	£766,498
Reigate and Banstead Borough Council	£26,292	£0	£73,242	£102,300	£201,834
Ribble Valley Borough Council	£54,346	£124,996	£0	£409,200	£588,541
Rochdale Metropolitan Borough Council	£8,402	£14,538	£8,781	£409,200	£440,921
Rochford District Council	£179	£0	£497	£102,300	£102,976
Rossendale Borough Council	£68,872	£158,405	£0	£511,500	£738,776
Rother District Council	£97,186	£199,257	£29,396	£716,100	£1,041,939
Rotherham Metropolitan Borough Council	£252,292	£580,271	£0	£1,023,000	£1,855,563
Rugby Borough Council	£14,666	£236,955	£0	£716,100	£967,721
Runnymede Borough Council	£19,692	£5,975	£47,619	£102,300	£175,585
Rushcliffe Borough Council	£102,144	£228,097	£8,278	£818,400	£1,156,919
Rushmoor Borough Council	£0	£0	£0	£0	£0
Rutland County Council	£37,605	£85,525	£1,170	£409,200	£533,500
Salford Metropolitan District Council	£0	£0	£0	£0	£0
Sandwell Metropolitan Borough Council	£34,780	£0	£96,888	£204,600	£336,268
Sefton	£270,711	£567,061	£67,310	£1,739,100	£2,644,182
Sevenoaks District Council	£109,941	£252,865	£0	£818,400	£1,181,206
Sheffield City Council	£535,334	£952,519	£337,615	£2,250,600	£4,076,069
Shropshire County UA	£124,969	£722,423	£0	£1,943,700	£2,791,092
Slough Borough Council	£111,300	£159,390	£117,000	£1,788,600	£2,176,290
Solihull Metropolitan Borough Council	£197,400	£388,965	£78,794	£1,023,000	£1,688,158
Somerset County Council	£29,530	£12,944	£66,585	£278,300	£387,359

South Derbyshire District Council	£0	£198,030	£0	£613,800	£811,830
South Gloucestershire Council	£20,979	£48,252	£0	£102,300	£171,531
South Hams District Council	£49,783	£114,500	£0	£306,900	£471,183
South Holland District Council	£89,513	£205,879	£0	£511,500	£806,891
South Kesteven District Council	£136,500	£313,950	£0	£920,700	£1,371,150
South Norfolk Council	£134,190	£307,507	£1,369	£920,700	£1,363,766
South Oxfordshire District Council	£0	£0	£0	£0	£0
South Ribble Borough Council	£106,008	£243,818	£0	£511,500	£861,326
South Staffordshire District Council	£103,950	£226,087	£15,742	£920,700	£1,266,480
South Tyneside Metropolitan Borough Council	£151,271	£344,543	£4,095	£716,100	£1,216,010
Southampton City Council	£249,077	£394,553	£215,982	£1,023,000	£1,882,612
Southend on Sea City Council	£29,952	£0	£83,439	£732,600	£845,991
Southwark London Borough	£159,180	£13,360	£427,249	£716,100	£1,315,889
Spelthorne Borough Council	£23,100	£9,660	£52,650	£204,600	£290,010
St Albans District Council	£4,838	£0	£13,478	£0	£18,317
St Helens Metropolitan Borough Council	£0	£0	£0	£0	£0
Stafford Borough Council	£130,137	£273,875	£30,812	£1,023,000	£1,457,824
Staffordshire Moorlands District Council	£1,680	£209,332	£5,850	£716,100	£932,962
Stevenage Borough Council	£0	£182,477	£0	£409,200	£591,677
Stockport Metropolitan Borough Council	£57,448	£75,580	£68,492	£306,900	£508,419

Stockton-on-Tees Borough Council	£186,270	£428,421	£0	£818,400	£1,433,091
Stoke-on-Trent City Council	£55,432	£432,362	£154,417	£1,023,000	£1,665,210
Stratford-on-Avon District Council	£0	£0	£0	£0	£0
Stroud District Council	£0	£0	£0	£0	£0
Sunderland City Council	£270,900	£602,900	£24,430	£1,125,300	£2,023,530
Surrey Heath Borough Council	£3,297	£7,583	£0	£0	£10,880
Sutton London Borough	£37,130	£0	£103,434	£204,600	£345,164
Swale Borough Council	£7,035	£16,181	£0	£0	£23,216
Swindon Borough Council	£186,900	£369,495	£73,125	£1,125,300	£1,754,820
Tameside Metropolitan Borough Council	£1,890	£3,864	£585	£204,600	£210,939
Tamworth Borough Council	£67,973	£149,773	£7,950	£409,200	£634,896
Tandridge District Council	£336	£0	£936	£0	£1,272
Teignbridge District Council	£0	£0	£0	£0	£0
Telford and Wrekin Council	£0	£0	£0	£0	£0
Tendring District Council	£22,050	£50,715	£0	£204,600	£277,365
Test Valley Borough Council	£122,283	£250,798	£36,884	£920,700	£1,330,665
Tewkesbury Borough Council	£0	£0	£0	£0	£0
Thanet District Council	£10,500	£0	£29,250	£102,300	£142,050
Three Rivers District Council	£11,907	£27,386	£0	£0	£39,293
Thurrock Council	£38,063	£0	£106,031	£204,600	£348,694
Tonbridge and Malling Borough Council	£0	£0	£0	£0	£0
Torbay Borough Council	£12,233	£0	£34,076	£102,300	£148,609

Torridge District Council	£0	£0	£0	£0	£0
Tower Hamlets London Borough	£217,581	£14,490	£588,569	£920,700	£1,741,340
Trafford Metropolitan Borough Council	£38,094	£9,612	£94,478	£306,900	£449,083
Tunbridge Wells Borough Council	£12,621	£29,028	£0	£102,300	£143,949
Uttlesford District Council	£0	£0	£0	£0	£0
Vale of White Horse	£0	£0	£0	£0	£0
Wakefield Metropolitan District Council	£337,058	£768,385	£8,295	£1,534,500	£2,648,239
Walsall Metropolitan Borough Council	£245,721	£513,593	£62,455	£1,023,000	£1,844,769
Waltham Forest London Borough	£65,121	£352,010	£141,161	£920,700	£1,478,992
Wandsworth London Borough	£311,037	£417,355	£360,968	£1,329,900	£2,419,261
Warrington Borough Council	£192,717	£443,249	£0	£1,227,600	£1,863,566
Warwick District Council	£29,278	£22,493	£54,317	£102,300	£208,389
Watford Borough Council	£19,513	£0	£54,358	£102,300	£176,171
Waverley Borough Council	£0	£0	£0	£0	£0
Wealden District Council	£153,680	£327,894	£30,970	£1,125,300	£1,637,844
Welwyn Hatfield District Council	£48,720	£195,881	£36,533	£511,500	£792,634
West Berkshire District Council	£0	£0	£0	£0	£0
West Devon Borough Council	£0	£0	£0	£0	£0
West Lancashire Borough Council	£108,150	£248,745	£0	£716,100	£1,072,995
West Lindsey District Council	£92,127	£197,402	£17,550	£716,100	£1,023,179

West Northamptonshire	£34,335	£2,174	£93,015	£204,600	£334,124
West Oxfordshire District Council	£846	£0	£2,358	£0	£3,204
West Suffolk District Council	£172,786	£386,878	£12,753	£1,125,300	£1,697,717
Westminster City Council	£187,740	£144,900	£347,490	£818,400	£1,498,530
Westmoreland and Furness UA	£236,093	£543,013	£0	£1,432,200	£2,211,305
Wigan Metropolitan Borough Council	£14,440	£585,753	£46,800	£1,432,200	£2,079,193
Wiltshire County UA	£485,745	£1,063,349	£65,239	£3,375,900	£4,990,233
Winchester City Council	£136,641	£264,935	£59,758	£920,700	£1,382,034
Windsor and Maidenhead Royal Borough Council	£0	£0	£0	£0	£0
Wirral Metropolitan Borough Council	£314,727	£684,865	£47,245	£1,329,900	£2,376,737
Woking Borough Council	£0	£0	£0	£0	£0
Wokingham District Council	£0	£0	£0	£0	£0
Wolverhampton Metropolitan Borough Council	£235,200	£511,980	£35,100	£1,023,000	£1,805,280
Worcester City Council	£96,655	£222,306	£0	£409,200	£728,160
Worthing Borough Council	£110,397	£253,913	£0	£511,500	£875,810
Wychavon District Council	£126,689	£291,384	£0	£818,400	£1,236,473
Wyre Borough Council	£113,791	£259,323	£2,902	£920,700	£1,296,715
Wyre Forest	£97,033	£216,287	£8,342	£716,100	£1,037,762
York City Council	£192,822	£398,089	£54,990	£1,023,000	£1,668,901

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SOUTH
KESTEVEN
DISTRICT
COUNCIL



Environment Overview and Scrutiny Committee

Tuesday, 4 June 2024

Report of Councillor Rhys Baker,
Cabinet Member for Environment and
Waste

Update on the Public Sector Decarbonisation Scheme phase 3c

Report Author

Serena Brown, Sustainability and Climate Change Manager

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Purpose of Report

To provide the Committee with an update on the Public Sector Decarbonisation Scheme Phase 3c grant funding offer to update the existing heating systems at Grantham Meres Leisure Centre.

Recommendations

That the Committee notes the updates on the Public Sector Decarbonisation Scheme Phase 3c grant funding offer to update the existing heating systems at Grantham Meres Leisure Centre.

Decision Information

Does the report contain any exempt or confidential information not for publication?	No
What are the relevant corporate priorities?	Connecting communities Sustainable South Kesteven
Which wards are impacted?	Grantham Earlesfield;

1. Implications

Taking into consideration implications relating to finance and procurement, legal and governance, risk and mitigation, health and safety, diversity and inclusion, safeguarding, staffing, community safety, mental health and wellbeing and the impact on the Council's declaration of a climate change emergency, the following implications have been identified:

Finance and Procurement

- 1.1 The Council's co-funding contribution towards the project of £492,500 was approved conditional upon a successful grant application and is now available for the current financial year. The grant funding offer from phase 3c of the Public Sector Decarbonisation Scheme of £3,587,500 brings the project total to £4,080,000. The energy savings that will be achieved from the investment will be identified and reflected in the future funding levels that are provided to the leisure provider.

Completed by: Richard Wyles, Deputy Chief Executive and s151 Officer

Procurement

- 1.2 Compliant procurement routes for the upgrade of heating at Grantham Meres leisure centre were confirmed as part of bid preparation in late 2023. Currently the Council is working with Welland Procurement in order to carry out tender. A procurement strategy will be developed for the project to review a route to market and ensure good value for money.

Completed by: Helen Baldwin, (Procurement Lead)

Legal and Governance

- 1.3 Cabinet were made aware of the plans surrounding the Council's Public Sector Decarbonisation Scheme application at their meeting of 18 January 2024, and recommended the budget amendment to Full Council to ensure the additional contribution of £492,500 was in place to support the bid should it be successful.

- 1.4 A delegation was agreed at the Full Council meeting held on 25 January 2024 to enable the Deputy Chief Executive, in consultation with the Portfolio Holder for Finance to accept the grant funding if the application was successful.
- 1.5 The terms of the funding as set out by Salix must be adhered to as part of effective delivery and governance of the project.

Completed by: James Welbourn, Democratic Services Manager and Deputy Monitoring Officer

Climate Change

- 1.6 The allocation of funding to the decarbonisation scheme for Grantham Meres Leisure Centre will allow the Council to significantly reduce the energy consumption and carbon emissions from the site. Once installed, the new low-carbon heating system is projected to reduce the energy consumption of the centre significantly, reducing carbon emissions by over 550 tonnes annually. This is equivalent to a quarter of the total 30% by 2030 reduction the Council has committed to make and will put the leisure centre on the path to being net-zero carbon.

Completed by: Serena Brown, Sustainability and Climate Change Manager

2. Background to the Report

- 2.1 South Kesteven District Council made a formal declaration of a climate emergency on 26 September 2019 with cross party support. Alongside this, the Council confirmed the political ambition to reduce the organisation's carbon footprint by at least 30% by 2030, and to endeavour to become net-zero as soon as viable before 2050.
- 2.2 An analysis of the Council's carbon emissions was conducted in 2020, including the operation of the leisure centres within the district. The carbon emissions arising from the centres were found to account for 41% of the Council's operational carbon emissions, representing the single largest area. This is principally a result of energy used for heating and hot water, as well as electricity to power the centres.
- 2.3 Grantham Meres Leisure Centre, as the largest centre in the district, has a number of facilities including a 25m pool, learner pool and two leisure pools, alongside a gym facility, exercise studios, sports hall and outdoor facilities including 3G football pitch and outdoor running track.
- 2.4 The centre also has significant utility costs as a result of energy used on site. Under current tariff rates for gas and electricity, an annual cost of over £770k was reported for the main centre for the 2023/24 financial year.

2.5 A detailed energy review of the Council's leisure facilities was undertaken by LeisureSK Limited in July 2024, providing an analysis of on-site energy consumption for each of the three centres operating and recommendations for various energy conservation measures and decarbonisation of heating systems.

2.6 To achieve a significant reduction in a centre's carbon emissions, all gas consumption for heating systems will need to be replaced. The predominant technology to facilitate this is heat pumps. Due to the high efficiencies of electric heat pumps, there is a net reduction in energy consumption and carbon emissions. Nevertheless, as the technology is electrically powered and electricity remains around four times more expensive than gas, efforts need to be made to design a new system optimally to reduce running costs as well as maximising carbon savings.

2.7 Phase 3 of the Public Sector Decarbonisation Scheme (PSDS), worth £1.425bn, was launched by Salix on behalf of the Department for Energy Security and Net Zero in 2021. Phase 3c has up to £230m available for 2024/25. The focus of the scheme is on making public buildings more comfortable and cheaper to heat, alongside helping to decarbonise the public sector estate.

2.8 Eligible properties include those owned by a public sector authority. The focus of the scheme is on clean heat, and all applications must remove the vast majority of fossil fuel heating. Successful grant applicants are expected to provide a minimum funding contribution.

2.9 Leisure Energy were commissioned to support the Council in developing a detailed application into PSDS, targeting the Grantham Meres Leisure Centre as the site with highest energy consumption. The focus of the bid is on complete removal of the existing series of gas boilers and Combined Heat and Power (CHP) units, and installation of a new Air Source Heat Pump (ASHP) system with supporting design, infrastructure and project management.

2.10 Applicants are expected to provide a minimum co-funding contribution of at least 12% or equivalent to the cost of installing a new fossil fuel based heating system. The application developed includes only the measure of the new air source heat pump system and no other energy efficiency upgrades for the site.

Total grant funding request	£3,587,500
Applicant funding contribution	£492,500
TOTAL project value	£4,080,000

2.11 An existing provision to support a decarbonisation scheme has been made for the 2023/24 budget. In order to support a successful application to phase 3C of PSDS, an additional contribution was required as set out below. This increase was approved as part of the budget proposals for 2024/25 at [Council on 29th February.](#)

2023/24 decarbonisation scheme budget	£261,000
Total PSDS applicant contribution for successful bid	£492,500

Increase to existing decarbonisation scheme required	£231,500
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2.12 An application to phase 3C of PSDS was made in November 2023 for a total project value of £4,080,000. Applicants were advised to expect an announcement of the outcomes of bids in early 2024, following technical review of all applications submitted. Regrettably, South Kesteven District Council were initially informed in early March 2024 that the grant funding application had not been successful. Following further discussion and provision on request from Salix of further technical information and clarification of information provided, Salix then notified South Kesteven District Council on the 10th May of their decision to allocate funding to the Council's original proposal for Grantham Meres Leisure Centre.

2.13 The key timescales for the delivery of the project are:

- May 2024 – confirm acceptance of grant funding
- April 2025 – complete detailed technical designs for installation of new low-carbon heating system
- April 2026 – install and commission new low-carbon heating system

2.14 There are a series of conditions which also must be met throughout the project to ensure it is compliant and enable drawdown of grant funding. This includes provision of monthly monitoring reports to Salix on progress, spend and other deliverables.

2.15 In addition to the offer of funding via PSDS phase 3c, an existing allocation for Grantham Meres Leisure Centre via the Swimming Pool Support Fund (Phase Two) administered by Sport England was awarded for £445,725 to fund installation of pool covers to both pools in the centre as well as installation of additional solar PV panels on available roofspace on the building. Pool covers for Bourne Leisure Centre and Stamford Leisure Centre were also installed, via just under £70k of funding from the Council's climate change reserve fund, discussed by Environment Overview and Scrutiny Committee on [19th March 2024](#).

2.16 In total, the combination of the funding awards from PSDS phase 3c and the Swimming Pool Support Fund (Phase Two), as well as the Council's co-funding contribution to the project will represent an investment of over £4.5 million in Grantham Meres Leisure Centre once completed. The key benefits of the upgrades are set to include:

- Energy reductions and utility cost savings
 - Measures will reduce energy use, generate electricity and cease gas consumption for the main building, helping to mitigate against the sustained high cost of utilities
- Improved comfort for building users
 - Heating infrastructure for the building is end of life and the heat demand for the centre struggles to be met at times of peak demand. The upgrades will help to stabilise the internal

temperature of the building and improve the user experience of the facility.

- Significant carbon reductions
 - Reductions of over 550 tonnes of carbon are expected annually once upgrades to the heating system are completed – equivalent to a quarter of the needed 30% carbon reduction the council has committed to make by 2030. The facility will be on track to become a net-zero building.
- Help to ensure ongoing sustainability of the centre
 - Energy costs have increased significantly since 2021, with an annual cost of over £770k reported for the main centre for the 2023/24 financial year. A well-designed and upgraded system will provide the building with required heat the next two decades and stabilise utility costs for the centre.

3. Key Considerations

3.1 The report is provided to update Members on projects being considered and funded via the climate change reserve.

4. Other Options Considered

4.1 No further options are set out within this report which is provided to update Members on projects being considered and funded via the climate change reserve.

5. Reasons for the Recommendations

5.1 This report is provided as an update on the Public Sector Decarbonisation Scheme phase 3c funding award and project.

6. Background Papers

6.1 Environment Overview and Scrutiny Committee – 19th March 2024 –[Update on climate change reserve fund.pdf \(southkesteven.gov.uk\)](https://southkesteven.gov.uk/climate-change-reserve-fund.pdf)

Environment Overview and Scrutiny Committee 2024/25

WORK PROGRAMME

REPORT TITLE	LEAD OFFICER	PURPOSE	ORIGINATED/COMMITTEE HISTORY DATE(S)	CORPORATE/PRIORITY
4 June 2024				
Animal Welfare Policy	Heather Green (Licensing Team Leader)	This report proposes a new Animal Licensing Policy for approval, following the 4-week consultation with the public, local businesses, partner agencies and other organisations.	June 2024 Committee	Healthy and strong communities
Corporate Plan 2020-23 Key Performance Indicators End-of-Plan and 2023/24 End-Year (Q4) Report	Debbie Roberts (Head of Corporate Projects, Policy and Performance)	This report outlines South Kesteven District Council's performance against the Corporate Plan 2020-23 Key Performance Indicators (KPIs) from January-March 2024, and presents a summary of overall performance over the lifecycle of the Corporate Plan 2020-23.		
Twin Stream Update	Kay Boasman (Head of Waste and Markets)	To update the Committee on the progress of the Twin Stream project to date and outline the phased approach to reducing contamination in the dry recycling bin.		

REPORT TITLE	LEAD OFFICER	PURPOSE	ORIGINATED/COMMITTEE HISTORY DATE(S)	CORPORATE/PRIORITY
Environment Act Update	Kay Boasman (Head of Waste and Markets)	To provide an update on developments arising from the Environment Act with a key focus on food waste collections.		
Rewilding process (Verbal Update)	Karen Whitfield (Assistant Director for Culture and Leisure)			
Update on Public Sector Decarbonisation Scheme Phase 3c	Serena Brown (Sustainability and Climate Change Officer)			

7 October 2024

Air Quality Management Area	Ayeisha Kirkham (Head of Service - Public Protection)			
KPIs	Debbie Roberts (Head of Corporate Projects, Policy and Performance)			
Green Fleet Strategy	Kay Boasman (Head of Waste and Markets)	To provide an update on the initial draft of the Green Fleet Strategy.		
Waste Policy Update	Kay Boasman (Head of Waste and Markets)	To provide an update on the Waste Policy document.		

Unscheduled future items

Options available to combat flooding in the future	Graham Watts, Assistant Director (Governance and Public Protection) and Monitoring Officer Ayeisha Kirkham (Head of Service - Public Protection)	To consider and investigate options available to combat flooding in the future	Action from the Joint Meeting of the Environment Overview and Scrutiny Committee and Rural and Communities Overview and Scrutiny Committee held on 18 March	
National Hedge Laying Association				
EPC's				
Tree Strategy (Tree Officer Post)				
Quality of the District's Rivers and Canals				
Disposal of vapes	Kay Boasman (Head of Waste and Markets)			

The remit of the Environment Overview and Scrutiny Committee will be to work alongside Cabinet Members to assist with the development of policy and to scrutinise decisions in respect of, but not limited to:

- Air quality
- Animal welfare licensing (Policy)
 - Commercial, industrial, and clinical waste collection and management
- Dog breeding and control orders
- Domestic waste and recycling management
- Energy efficiency
- Environment SK Ltd
- Environment SK Commercial Services Ltd
- Estate and grounds maintenance
- Flooding
- Food hygiene and safety
- Health and safety
- Noise
- Renewable energy
- Scrap metal dealers
- Green open space management